

8A. (Continued)

Individuals must provide proof of ID with this form (see section 10).

Each person must sign where indicated.

The details and signature of all individuals who will be carrying on business under the business name applied for must be shown in this section.

If only a corporation/company will be carrying on business under the name applied for, do not show the names of the directors in this section unless they are carrying on business in partnership with the corporation/company.

(ii) Family Name

Given Names.....

Residential Address (Not PO Box)

Suburb State Postcode

Date of Birth / / Place of Birth
(Town & State or overseas country)

Signature Date signed / /

(iii) Family Name

Given Names.....

Residential Address (Not PO Box)

Suburb State Postcode

Date of Birth / / Place of Birth
(Town & State or overseas country)

Signature Date signed / /

8B. Corporations/ Companies carrying on business

Insert the full corporation/
company name, details of the
registered office address, the
ACN/ARBN & relevant signature.

The corporation must be
registered in Australia.

If the applicant is not a company,
please advise the title of the Act
under which the corporation is
incorporated.

The full name of the signatory
and position held in the
corporation/company must be
stated.

In signing this, I hereby declare that the information is true and correct in every detail.

(i) Corporation / Company Name

ACN/ARBN (not ABN)

Address of Reg'd Office

Suburb State Postcode

Full Name of Signatory

Position of Signatory in Corporation/Company:

☐ Director ☐ Company Secretary

Specify equivalent position if not a Company

Signature Date signed / /

(Continued)

Further instructions and advice

If you need help or aren't sure of something when completing this form call 13 13 04 rather than submitting an incomplete or incorrect form.

- Once registered, it is your responsibility to ensure the registration is renewed with the Office of Fair Trading. If your address changes please advise Fair Trading within one month. If you need to make other changes contact Fair Trading for advice.
- Once your business name is registered you cannot change it without lodging another application form and fee.
- Once registered, you will automatically receive TradeSmart Update – the Office of Fair Trading's monthly email newsletter for business. You may unsubscribe at any time.
- Applications lodged with the Magistrates Courts or Queensland Government Agents' Offices will be forwarded by mail to the Brisbane Office of Fair Trading. Applications are not entered on the Business Names computer system for processing until received by that Office.

8B. (Continued)

For a company, the signatory must be a director or secretary, or in the case of a foreign company, may be signed by the agent. The equivalent position in corporations (other than companies) must be specified as indicated.

If there are more than 2 corporations/companies please attach a sheet giving details for all others involved.

(ii) Corporation/Company Name

ACN/ARBN (not ABN)

Address of Reg'd Office

Suburb State Postcode

Full Name of Signatory

Position of Signatory in Corporation / Company:

☐

Director

☐

Company Secretary

Specify equivalent position if not a Company

Signature Date signed / /

9. Cancellation of current business name

Complete this section only if you are applying for a new business name to replace an existing registered name. Cancellation will not take effect until the new name is registered.

TAKE NOTICE that the applicant or applicants in relation to whom this application is being made formerly carried on business under the business name of

.....Registration number **BN**.....

which is abandoned;

AND TAKE FURTHER NOTICE that an application is being hereby made in this application for the cancellation of that business name.

10. Proof of ID

Certified copies (by a Commissioner of Declarations, Justice of the Peace or a lawyer) are acceptable for all of proof ID documents. Original documents should not be submitted through the mail. If the applicant attends in person Fair Trading may take a copy of an original. However, if there are multiple applicants and only one applicant attends in person, the applicant must have certified copies of other applicants' proof of identification.

If you're an individual you must provide proof of identification with this application. ID must be in the form of **one** of the following:

- a current Passport; or
- an Australian citizen certificate; or
- a current Australian or New Zealand driver's licence; or
- a current Australian tertiary student identity card (including photo and signature); or
- a current Commonwealth or State public service identity card; or
- a current Australian pension concession card; or
- a current card 18+; or
- a birth certificate or extract from a birth entry.

Note: It is an offence to supply false or misleading information. Registration can be cancelled if proof of applicant's identity is not provided.

Business name Certificate

Your business name is NOT approved until you are issued with a certificate of registration.

You should not arrange stationery, signs etc. until then.

☐

I will call at the Office of Fair Trading for my business name certificate

☒

Please post the certificate to the address ticked in the box below:

☐

Principal place of business

☒

Address of person lodging the application

☐

Postal address

☐

Other (specify)

Payment Details:**Credit Card Payment**

Charge my

Credit Card No.

Cardholder's Name:

Amount Authorised:

Cardholder's Signature

Payment Type: ☒ Cheque ☐ Money Order ☐ Credit Card

Bankcard Mastercard VISA AMEX

\$..... Expiry Date:/.....