



ASIC

Connect


User guide

ASIC Connect

How to change business name representative details

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

How to change business name representative details

- You can update business name holder details—including email addresses through ASIC Connect.
- You must keep your addresses up-to-date by law and to receive correspondence from ASIC.
- For help with changing your business addresses, visit our [support page](#).
- Further assistance about using [ASIC Connect](#) can be accessed via the  button at the top right-hand side of the screen.

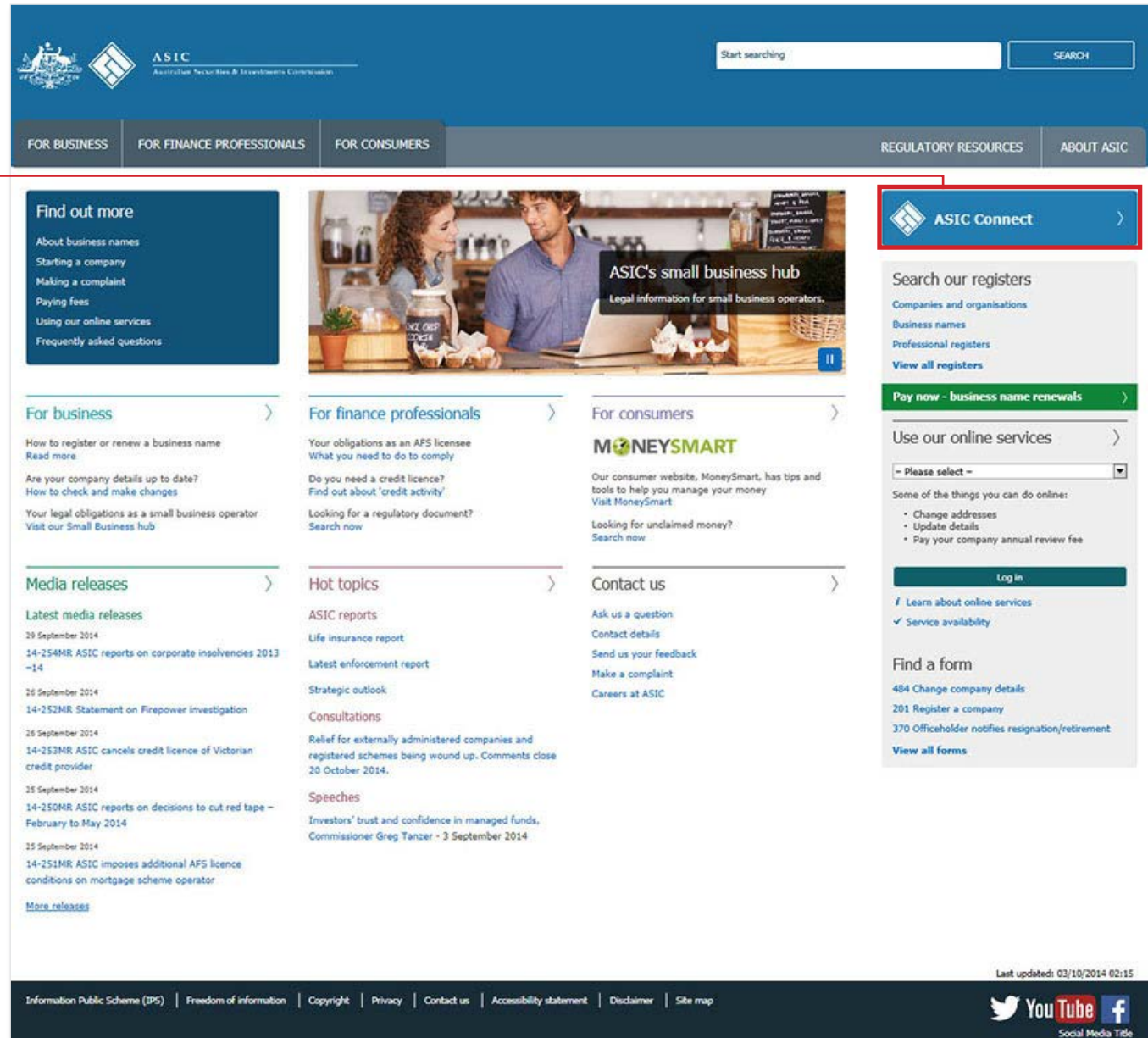
The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

Get started

Visit our website at www.asic.gov.au.

Click on the blue **ASIC Connect** box.

This will take you to ASIC Connect.



The screenshot shows the ASIC website homepage. At the top, there is a search bar with the text "Start searching" and a "SEARCH" button. Below the search bar is a navigation menu with tabs for "FOR BUSINESS", "FOR FINANCE PROFESSIONALS", "FOR CONSUMERS", "REGULATORY RESOURCES", and "ABOUT ASIC".

On the left side, there is a "Find out more" section with links to "About business names", "Starting a company", "Making a complaint", "Paying fees", "Using our online services", and "Frequently asked questions".

In the center, there is a banner for "ASIC's small business hub" with the text "Legal information for small business operators." and an image of a woman and a man in a cafe setting.

Below the banner, there are three columns of content:

- For business:** Links to "How to register or renew a business name", "Are your company details up to date?", and "Your legal obligations as a small business operator".
- For finance professionals:** Links to "Your obligations as an AFS licensee", "Do you need a credit licence?", and "Looking for a regulatory document?".
- For consumers:** Links to "MONEYSMART" (Our consumer website), "Looking for unclaimed money?", and "Contact us".

At the bottom of the main content area, there are sections for "Media releases", "Hot topics", and "Contact us".

On the right side, there is a "ASIC Connect" box with a right-pointing arrow. Below it is a "Search our registers" section with links to "Companies and organisations", "Business names", "Professional registers", and "View all registers".

Below that is a "Pay now - business name renewals" section with a right-pointing arrow. Underneath is a "Use our online services" section with a dropdown menu and a list of services: "Change addresses", "Update details", and "Pay your company annual review fee".

At the bottom right, there is a "Log in" button and a "Find a form" section with links to "484 Change company details", "201 Register a company", and "370 Officeholder notifies resignation/retirement".

The footer contains the text "Information Public Scheme (IPS) | Freedom of information | Copyright | Privacy | Contact us | Accessibility statement | Disclaimer | Site map" and social media icons for YouTube and Facebook.

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[How to change business name representative details](#)

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Log in

Go to ASIC Connect and select **Log in**.

If you do not have an ASIC Connect account, select **Sign up**.



The screenshot shows the ASIC Connect website interface. At the top, there is a navigation bar with the ASIC logo and the word 'Connect'. A search bar for registers is located in the top right corner. Below the navigation bar, there is a 'Welcome' section with a 'Home' button. The main content area is divided into several sections:

- First time user?**: A section with a 'Learn more' link and a 'Sign up' button highlighted in orange.
- Information about business names**: A link to learn more about business names.
- Information about SMSF Auditors**: A link to learn more about SMSF auditors.
- Search ASIC's registers**: A link to search the registers.
- Log in to other ASIC registers**: A link to log in to other registers.
- Log in to ASIC Connect**: A section with a 'Log in' button highlighted in red, a 'Sign up' button highlighted in orange, and an 'AUSkey' button.
- Log in to other ASIC Registers**: A section with a dropdown menu and a 'Go' button.
- Do it now**: A section with two items: 'Search' (with a 'Search now' link) and 'See more on YouTube' (with a 'View now' link).
- What's new**: A section with four news items:
 - Recommended browsers for using ASIC Connect (28 October 2013)
 - A postal address can now be used for a business name's address for service of documents (26 September 2013)
 - ASIC releases a business names booklet (16 September 2013)
 - ASIC and NZCO release a new app for free register searches (15 August 2013)
- Quick Links**: A list of links to various services like Australian Business Register, ABN Lookup, Find ACN, etc.
- Follow ASIC**: A section with social media links for Twitter, YouTube, Facebook, and an ASIC Webcast button.

At the bottom of the page, there is a footer with links for Help, Copyright, Privacy, Accessibility, and Contact us.

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[How to change business name representative details](#)

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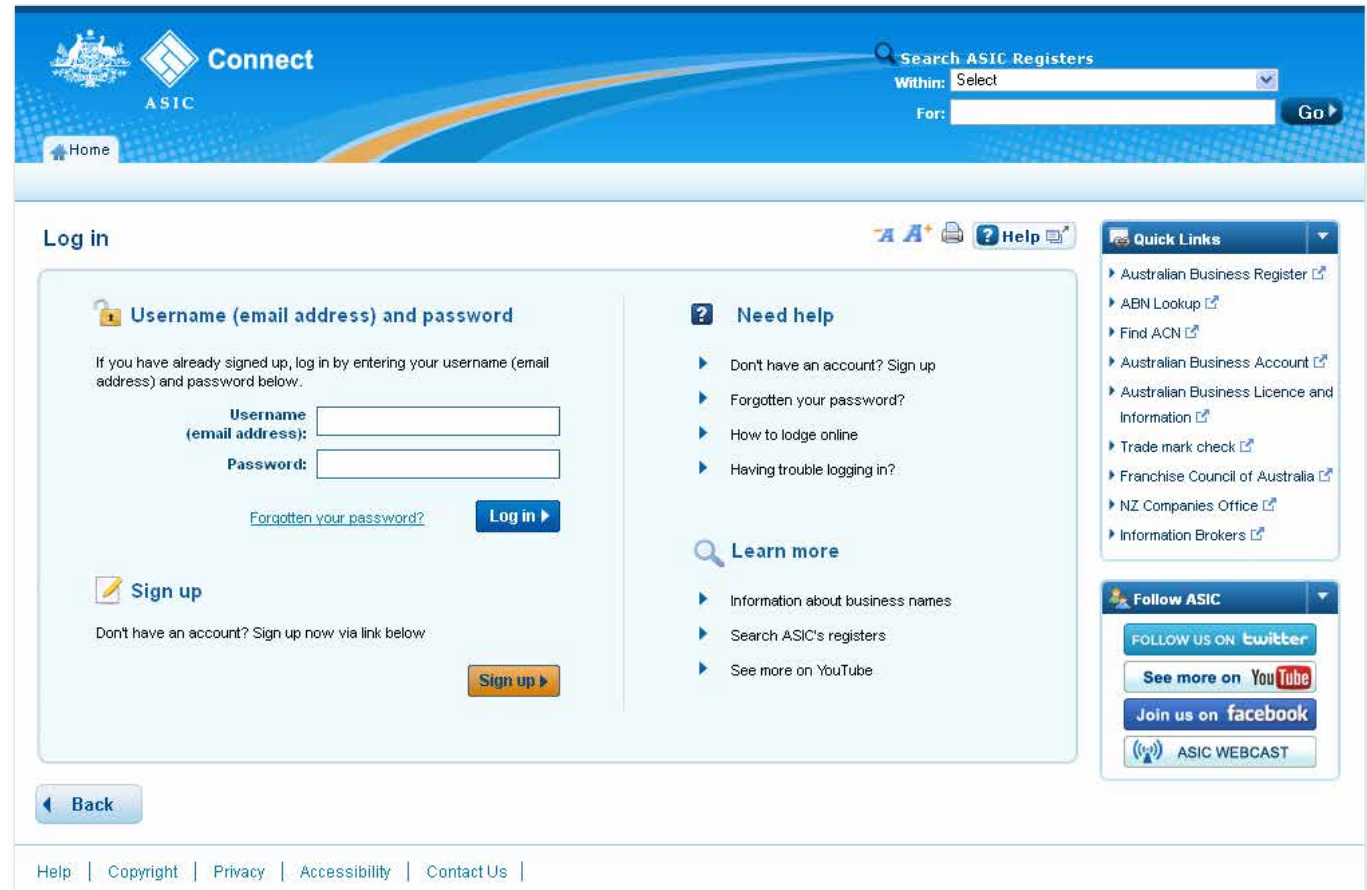
Log in

Log in using your email address and password.

If you haven't already done so, you will need to link your business name to your account. For assistance with linking see our [How to link a business name to your ASIC Connect account](#) user guide.

If you do not have an ASIC Connect account select **Sign up**.

You can refer to our user guide [How to sign up for an ASIC Connect account](#).



The screenshot shows the ASIC Connect login interface. At the top, there is a search bar for ASIC registers and a home button. The main content area is titled 'Log in' and contains a login form with fields for 'Username (email address)' and 'Password', a 'Log in' button, and a 'Sign up' button. To the right of the form are sections for 'Need help' and 'Learn more'. On the far right, there are 'Quick Links' and 'Follow ASIC' sections with social media buttons for Twitter, YouTube, and Facebook, and an ASIC Webcast button. A 'Back' button is located at the bottom left of the main content area. The footer contains links for Help, Copyright, Privacy, Accessibility, and Contact Us.

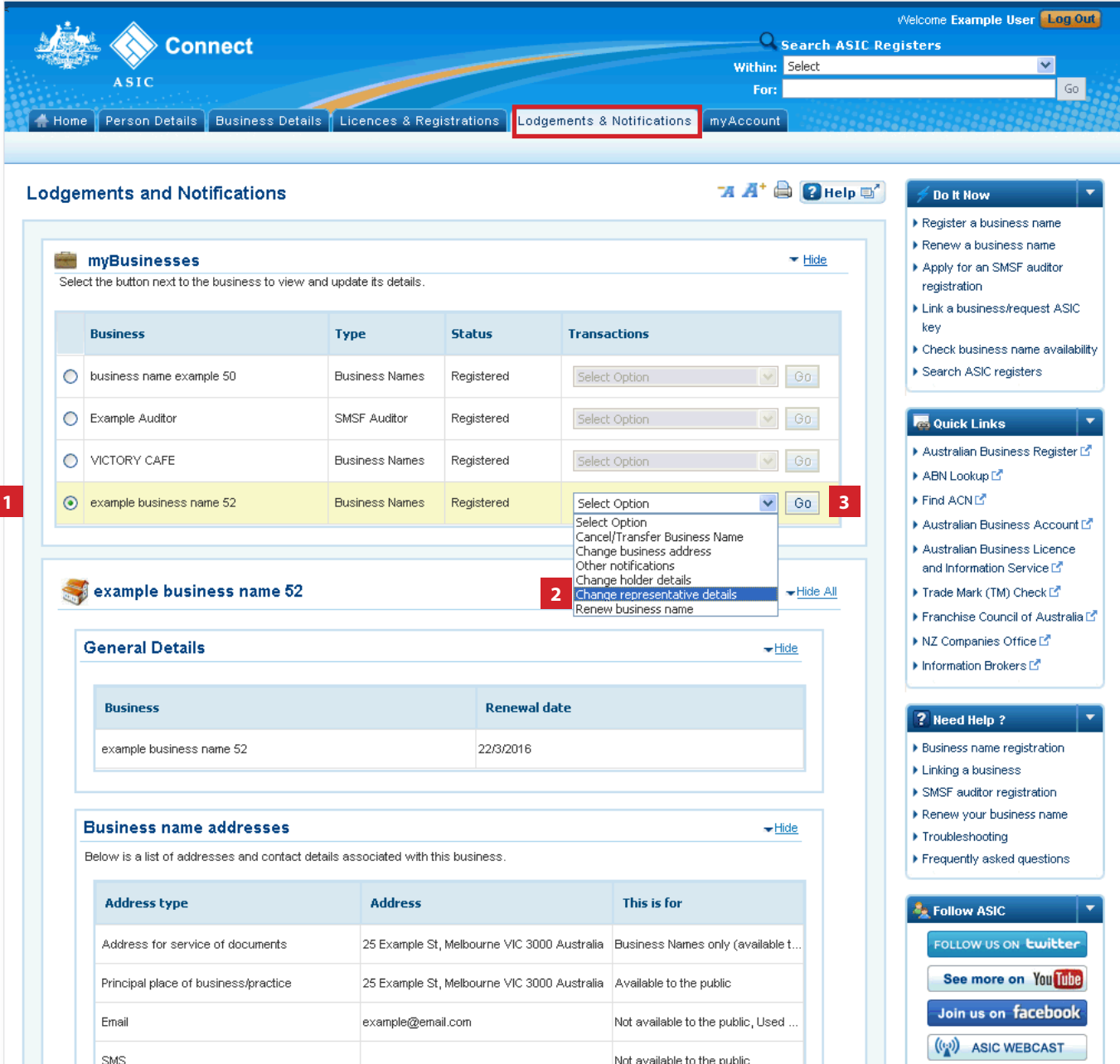
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[How to change business name representative details](#)

How to change business name representative details

Select the **Lodgements & Notifications** tab at the top of the screen.

1. Select the radio button next to the business name you would like to update.
2. In the transactions column, select **Change representative details**.
3. Select **Go** to proceed.



Welcome Example User [Log Out](#)

Search ASIC Registers
Within: Select
For: Go

Home Person Details Business Details Licences & Registrations **Lodgements & Notifications** myAccount

Lodgements and Notifications

myBusinesses [Hide](#)

Select the button next to the business to view and update its details.

Business	Type	Status	Transactions
<input type="radio"/> business name example 50	Business Names	Registered	Select Option <input type="button" value="Go"/>
<input type="radio"/> Example Auditor	SMSF Auditor	Registered	Select Option <input type="button" value="Go"/>
<input type="radio"/> VICTORY CAFE	Business Names	Registered	Select Option <input type="button" value="Go"/>
<input checked="" type="radio"/> example business name 52	Business Names	Registered	Select Option <input type="button" value="Go"/> 3

example business name 52 [Hide All](#) **2**

General Details [Hide](#)

Business	Renewal date
example business name 52	22/3/2016

Business name addresses [Hide](#)

Below is a list of addresses and contact details associated with this business.

Address type	Address	This is for
Address for service of documents	25 Example St, Melbourne VIC 3000 Australia	Business Names only (available t...
Principal place of business/practice	25 Example St, Melbourne VIC 3000 Australia	Available to the public
Email	example@email.com	Not available to the public, Used ...
SMS		Not available to the public

Do It Now

- Register a business name
- Renew a business name
- Apply for an SMSF auditor registration
- Link a business/request ASIC key
- Check business name availability
- Search ASIC registers

Quick Links

- Australian Business Register
- ABN Lookup
- Find ACN
- Australian Business Account
- Australian Business Licence and Information Service
- Trade Mark (TM) Check
- Franchise Council of Australia
- NZ Companies Office
- Information Brokers

Need Help ?

- Business name registration
- Linking a business
- SMSF auditor registration
- Renew your business name
- Troubleshooting
- Frequently asked questions

Follow ASIC

FOLLOW US ON [twitter](#)

See more on [YouTube](#)

Join us on [facebook](#)

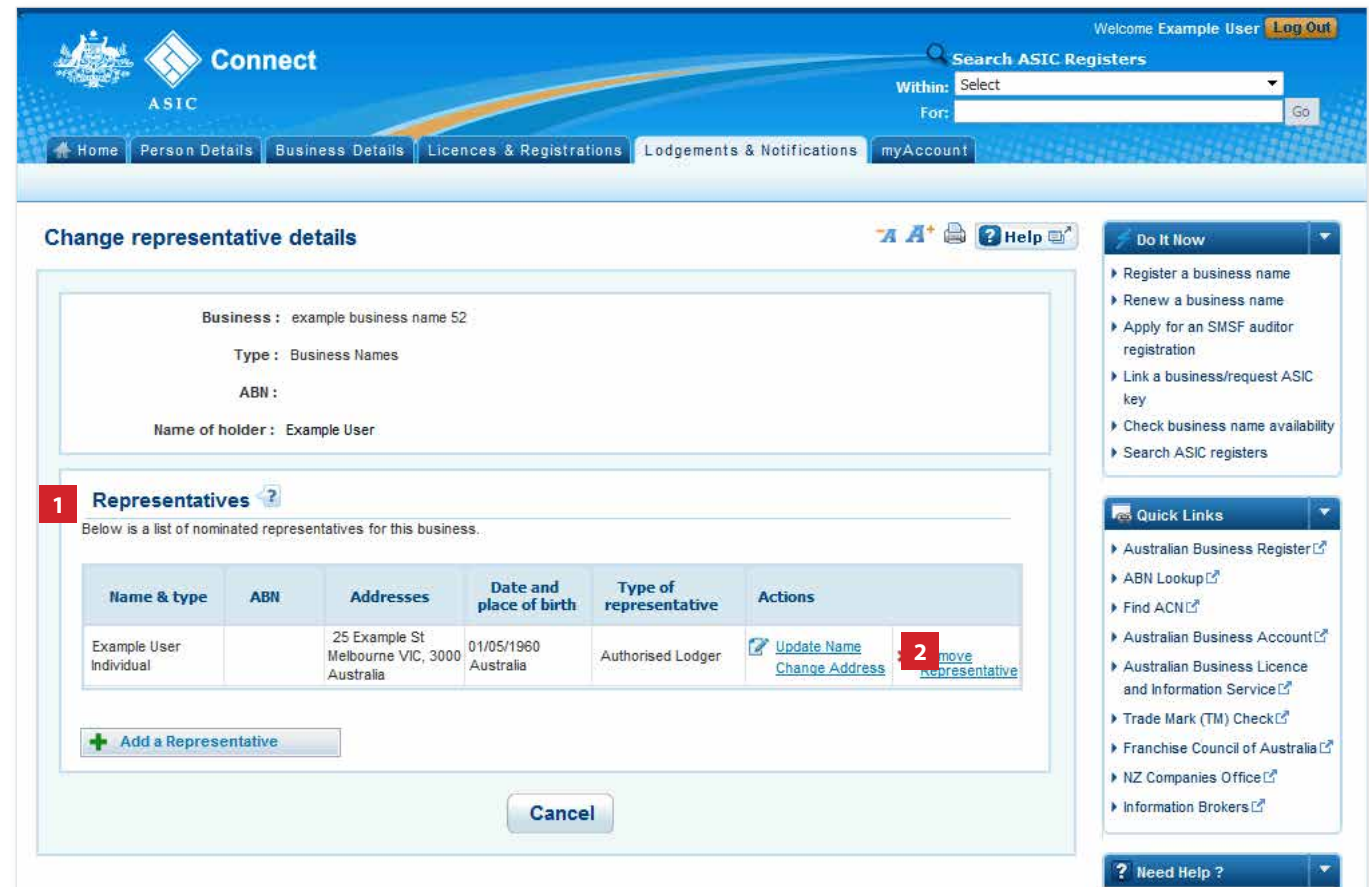
ASIC WEBCAST

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[How to change business name representative details](#)

Select change

1. The business name representative details will be displayed.
2. Select **Update Name** or **Change Address** next to the business name representative you would like to change.



Business : example business name 52

Type : Business Names

ABN :

Name of holder : Example User

1 **Representatives** ?

Below is a list of nominated representatives for this business.

Name & type	ABN	Addresses	Date and place of birth	Type of representative	Actions
Example User Individual		25 Example St Melbourne VIC, 3000 Australia	01/05/1960 Australia	Authorised Lodger	Update Name Change Address 2 move Representative

[+ Add a Representative](#)

[Cancel](#)

Do It Now

- ▶ Register a business name
- ▶ Renew a business name
- ▶ Apply for an SMSF auditor registration
- ▶ Link a business/request ASIC key
- ▶ Check business name availability
- ▶ Search ASIC registers

Quick Links

- ▶ Australian Business Register
- ▶ ABN Lookup
- ▶ Find ACN
- ▶ Australian Business Account
- ▶ Australian Business Licence and Information Service
- ▶ Trade Mark (TM) Check
- ▶ Franchise Council of Australia
- ▶ NZ Companies Office
- ▶ Information Brokers

Need Help ?

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

[How to change business name representative details](#)

Change an address

This section shows how to change an address



If change of address is selected

Enter the new address

1. Enter an effective date for the change (DD/MM/YYYY).
2. If the address has previously been notified to ASIC, it may appear in the *known addresses* drop-down box. If so, you can select it.

Change Address

Update address
Review
Declare
Confirmation

Update address
Transaction reference number: 1-2TM3G00

Business : example business name 52
Type : Business Names

Individual's Details * Mandatory fields

Individual's details

Given name: Example
Other Given names:
Family name: User

Birth details

Date of birth: 01/05/1960
Country: Australia
State/Territory: NSW
Suburb/City: Sydney

Residential address

Enter the individual's new residential address. This address must be a physical or street address, a post office box is not acceptable.
The residential address provided will not be displayed on the public register. The residential address will be used for administrative and law enforcement purposes only. See [how we use your information](#) for more details.

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

* Effective date

Select from known address ▼

OR enter new details below

* Country -- select -- ▼

Email address

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

We will use this email address to send notices.
See [how we use your information](#) for more details.

Effective date

Select from known email address ▼

OR enter new email address below

Email address

Cancel
Save & Exit
Next

1

2

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.



If change of address is selected

Enter the new address

1. Enter an effective date for the change (DD/MM/YYYY).
2. If the address has previously been notified to ASIC, it may appear in the *known addresses* drop-down box. If so, you can select it.
3. If the new address is not already linked to the account, enter the new address into the corresponding fields.

- 1
- 2
- 3

Change Address

Update address
Review
Declare
Confirmation

Update address
Transaction reference number: 1-2TM3G00

Business : example business name 52
Type : Business Names

Individual's Details * Mandatory fields

Individual's details

Given name: Example
 Other Given names:
 Family name: User

Birth details

Date of birth: 01/05/1960
 Country: Australia
 State/Territory: NSW
 Suburb/City: Sydney

Residential address

Enter the individual's new residential address. This address must be a physical or street address, a post office box is not acceptable.
 The residential address provided will not be displayed on the public register. The residential address will be used for administrative and law enforcement purposes only. See [how we use your information](#) for more details.

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

* Effective date

OR enter new details below

* Country

Building/Property name

Floor/Level

Unit/Office

* Street number * Street name * Street type

* Suburb/City * Postcode

* State/Territory

Email address

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.
 We will use this email address to send notices.
 See [how we use your information](#) for more details.

Effective date

OR enter new email address below

Email address

Cancel
Save & Exit
Next

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.



If change of address is selected

Enter the new address

1. Enter an effective date for the change (DD/MM/YYYY).
2. If the address has previously been notified to ASIC, it may appear in the *known addresses* drop-down box. If so, you can select it.
3. If the new address is not already linked to the account, enter the new address into the corresponding fields.
4. You must also enter an email address for the holder.
5. Enter an effective date for the change (DD/MM/YYYY).
6. You can choose to select an email address that is already linked to the account, or enter a new one.

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

[How to change business name representative details](#)

Change Address

Update address
Review
Declare
Confirmation

Update address Transaction reference number: 1-2TM3G00

Business : example business name 52
Type : Business Names

Individual's Details * Mandatory fields

Individual's details

Given name: Example
Other Given names:
Family name: User

Birth details

Date of birth: 01/05/1960
Country: Australia
State/Territory: NSW
Suburb/City: Sydney

Residential address

Enter the individual's new residential address. This address must be a physical or street address, a post office box is not acceptable.
The residential address provided will not be displayed on the public register. The residential address will be used for administrative and law enforcement purposes only. See [how we use your information](#) for more details.

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

* Effective date

OR enter new details below

* Country

Building/Property name

Floor/Level

Unit/Office

* Street number * Street name * Street type

* Suburb/City * Postcode

* State/Territory

Email address

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

We will use this email address to send notices.

See [how we use your information](#) for more details.

* Effective date

OR enter new email address below

Email address

- 1
- 2
- 3
- 4
- 5
- 6



If change of address is selected

Enter the new address

1. Enter an effective date for the change (DD/MM/YYYY).
2. If the address has previously been notified to ASIC, it may appear in the *known addresses* drop-down box. If so, you can select it.
3. If the new address is not already linked to the account, enter the new address into the corresponding fields.
4. You must also enter an email address for the holder.
5. Enter an effective date for the change (DD/MM/YYYY).
6. You can choose to select an email address that is already linked to the account, or enter a new one.
7. Select
 - **Cancel** to start again, or
 - **Save & Exit** to save the details entered and complete and submit the transaction later.
8. Select **Next** to continue with your address change.

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[How to change business name representative details](#)

Change Address

Update address
Review
Declare
Confirmation

Update address Transaction reference number: 1-2TM3G00

Business : example business name 52
Type : Business Names

Individual's Details * Mandatory fields

Individual's details

Given name: Example
 Other Given names:
 Family name: User

Birth details

Date of birth: 01/05/1960
 Country: Australia
 State/Territory: NSW
 Suburb/City: Sydney

Residential address

Enter the individual's new residential address. This address must be a physical or street address, a post office box is not acceptable. The residential address provided will not be displayed on the public register. The residential address will be used for administrative and law enforcement purposes only. See [how we use your information](#) for more details.

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

* Effective date

OR enter new details below

* Country

Building/Property name

Floor/Level

Unit/Office

* Street number * Street name * Street type

* Suburb/City * Postcode

* State/Territory

Email address

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.

We will use this email address to send notices.

See [how we use your information](#) for more details.

* Effective date

OR enter new email address below

Email address

7

8

- 1
- 2
- 3
- 4
- 5
- 6



If change of address is selected

Confirm your address

1. Select the radio button next to the correct address. You can choose from a list of suggested addresses or proceed with the address you provided. Select **Confirm** to proceed with the address change.
 2. Select **Cancel**
- OR
3. **Close** to go back to re-enter the address.

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[How to change business name representative details](#)

Change Address

Update address
Review
Declare
Confirmation

Update address Transaction reference number: 1-2TM3G00

Business : example business name 52
Type : Business Names

Individual's Details * Mandatory fields

Close
3

We want to make sure that we have your correct address.
Please choose from the list below, or click cancel to go back and provide us with more detail on the previous screen, like unit or building level. Then submit again.

6 Melbourne Place, MELBOURNE VIC 3000

14-30 Melbourne Place, MELBOURNE VIC 3000

Ground Floor 1 Melbourne Place, MELBOURNE VIC 3000

Level 1 1 Melbourne Place, MELBOURNE VIC 3000

25 Example St, Melbourne VIC 3000 -- entered address

Cancel
 Confirm

Floor/Level

Unit/Office

* Street number * Street name * Street type

* Suburb/City * Postcode

* State/Territory

Email address

The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.
We will use this email address to send notices.
See [how we use your information](#) for more details.

Effective date

OR enter new email address below

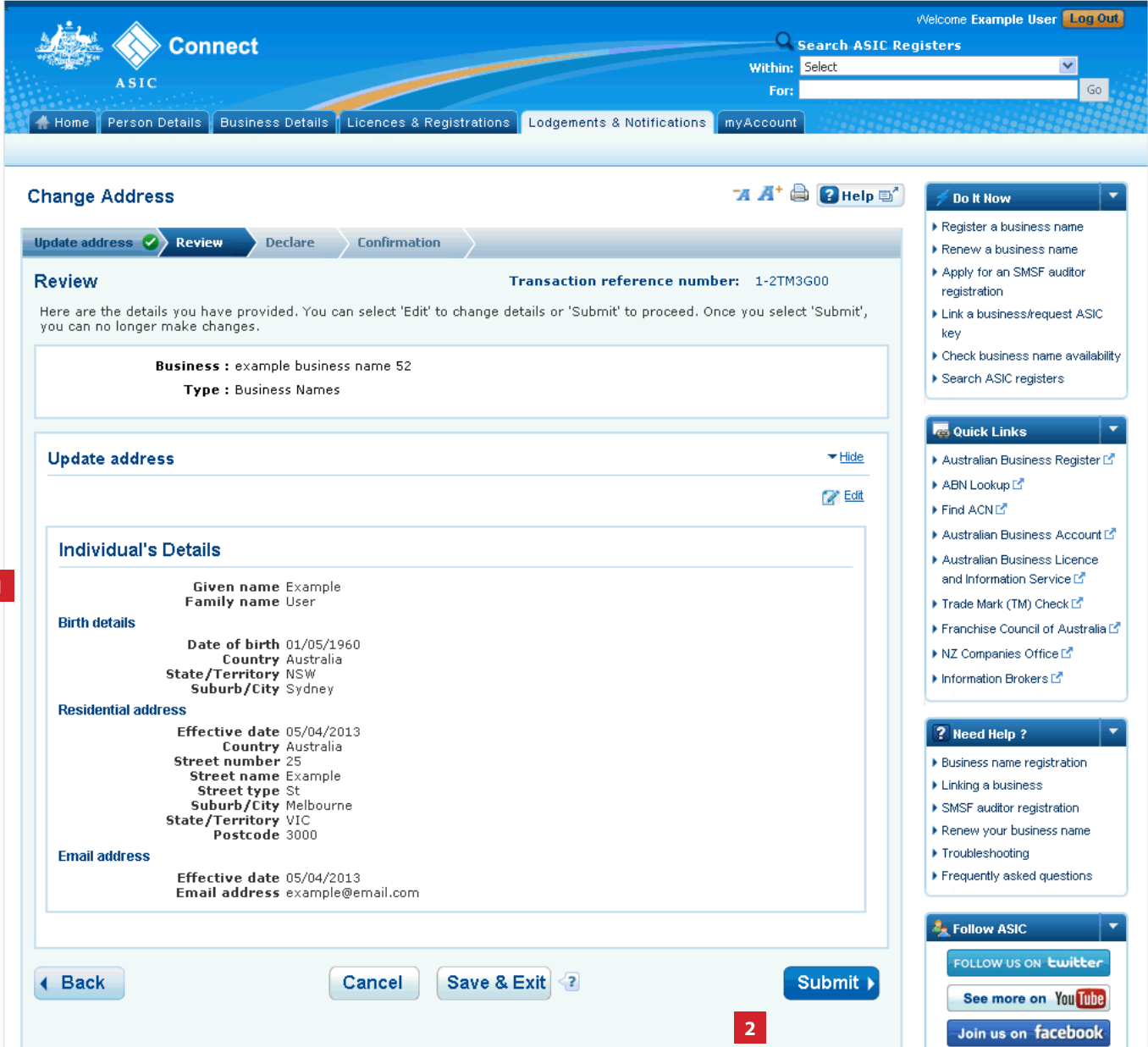
Email address

Cancel
Save & Exit
Next

If change of address is selected

Review

1. Check that the change is displayed correctly. If not, select **Edit** to go back to re-enter the details.
2. Select **Submit** to continue.



Welcome Example User [Log Out](#)

Search ASIC Registers
Within: Select
For: Go

Home Person Details Business Details Licences & Registrations Lodgements & Notifications myAccount

Change Address

Update address Review Declare Confirmation

Review Transaction reference number: 1-2TM3G00

Here are the details you have provided. You can select 'Edit' to change details or 'Submit' to proceed. Once you select 'Submit', you can no longer make changes.

Business : example business name 52
Type : Business Names

Update address

[Hide](#) [Edit](#)

Individual's Details

Given name Example
Family name User

Birth details
Date of birth 01/05/1960
Country Australia
State/Territory NSW
Suburb/City Sydney

Residential address
Effective date 05/04/2013
Country Australia
Street number 25
Street name Example
Street type St
Suburb/City Melbourne
State/Territory VIC
Postcode 3000

Email address
Effective date 05/04/2013
Email address example@email.com

[Back](#) [Cancel](#) [Save & Exit](#) [Submit](#)

Do It Now

- Register a business name
- Renew a business name
- Apply for an SMSF auditor registration
- Link a business/request ASIC key
- Check business name availability
- Search ASIC registers

Quick Links

- Australian Business Register
- ABN Lookup
- Find ACN
- Australian Business Account
- Australian Business Licence and Information Service
- Trade Mark (TM) Check
- Franchise Council of Australia
- NZ Companies Office
- Information Brokers

Need Help ?

- Business name registration
- Linking a business
- SMSF auditor registration
- Renew your business name
- Troubleshooting
- Frequently asked questions

Follow ASIC

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[See more on YouTube](#)

[Join us on facebook](#)

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

Update name

This section shows how to update a representatives name

Update name

1. Read the Update Name Warning.
2. Select **Continue** to update the name.
3. Select **Cancel** if you need to complete a different transaction or select one of the links.

If update name is selected

The screenshot shows the ASIC Connect website interface. At the top, there is a navigation bar with the ASIC logo and 'Connect' text. Below the navigation bar, there are several tabs: Home, Person Details, Business Details, Licences & Registrations, Lodgements & Notifications, and myAccount. A search bar for 'Search ASIC Registers' is also visible.

The main content area is titled 'Change representative details'. It displays the following information:

- Business: example business name 52
- Type: Business Names
- Name of holder: [Redacted]

Below this information is a table titled 'Representatives' with columns for 'Name & type' and 'ABN'. The table contains one entry: 'Example User Individual'.

An 'Update Name Warning' dialog box is overlaid on the page. The dialog box contains the following text:

Update Name Warning

You have selected to update the name of an existing business name holder, partner or representative (for example, if you need to update a surname as a result of marriage).

If you have sold or transferred your business to another entity, for example a family member, use the Cancel Business Name transaction and select the [transfer the business name](#) option.

If you are adding or removing a representative, use the add representative or remove representative link from the [Change representative details transaction](#).

At the bottom of the dialog box, there are two buttons: 'Continue' (marked with a red '2') and 'Cancel' (marked with a red '3').

On the right side of the page, there are two sidebars: 'Do It Now' and 'Quick Links'. The 'Do It Now' sidebar contains links for: Register a business name, Renew a business name, Apply for an SMSF auditor registration, Link a business/request ASIC key, Check business name availability, and Search ASIC registers. The 'Quick Links' sidebar contains links for: Australian Business Register, ABN Lookup, Find ACN, Australian Business Account, Australian Business Licence and Information Service, Trade Mark (TM) Check, Franchise Council of Australia, NZ Companies Office, and Information Brokers.

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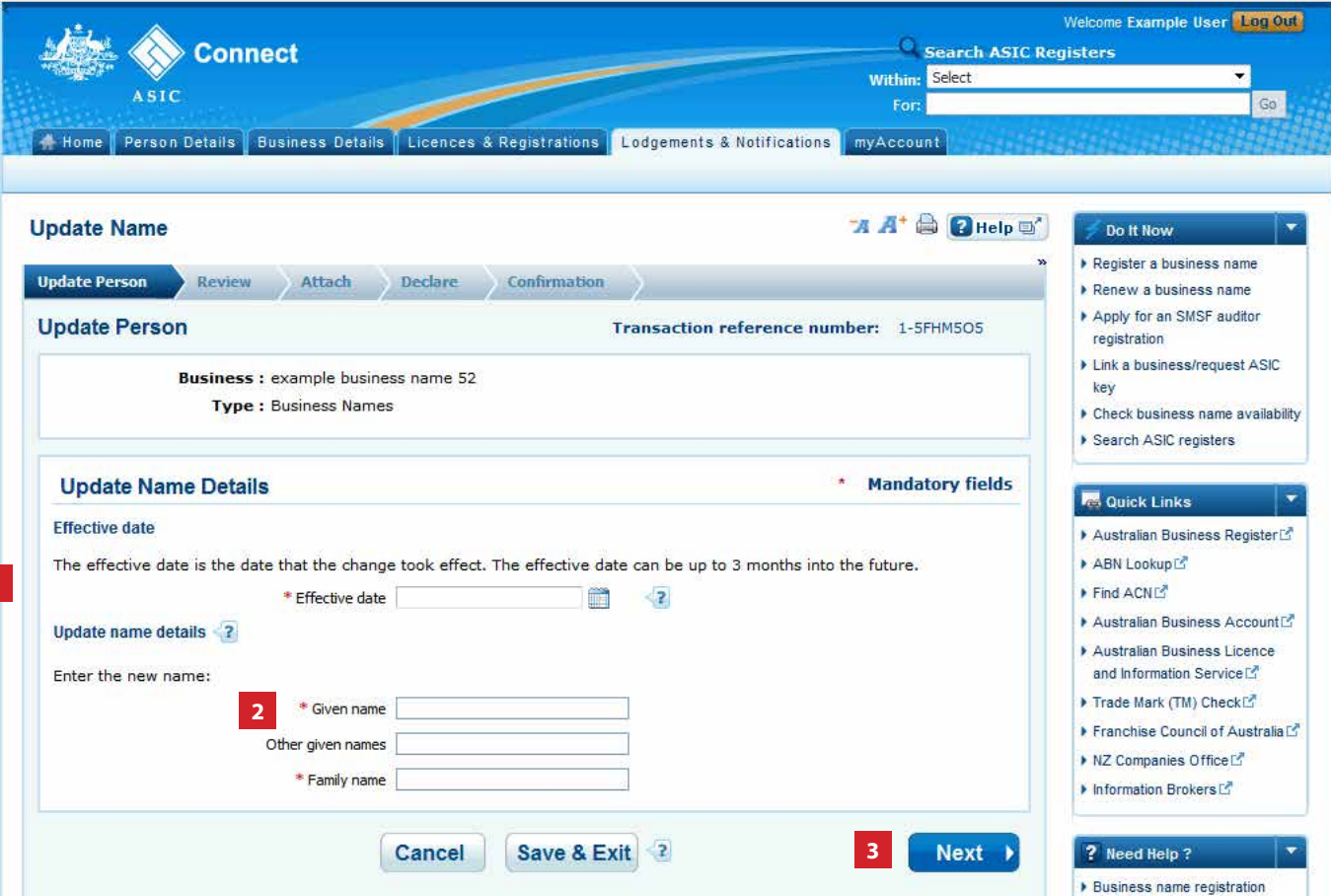
[How to change business name representative details](#)

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If update name is selected

Update name

1. Enter an effective date for the change (DD/MM/YYYY).
2. Enter the representative's new name.
3. Select **Next** to continue.



Welcome Example User [Log Out](#)

Search ASIC Registers
Within: Select
For: Go

Home Person Details Business Details Licences & Registrations Lodgements & Notifications myAccount

Update Name



Update Person Review Attach Declare Confirmation


Transaction reference number: 1-5FHM505

Business : example business name 52
Type : Business Names

Update Name Details

* Mandatory fields

Effective date
The effective date is the date that the change took effect. The effective date can be up to 3 months into the future.
* Effective date  



Update name details 

Enter the new name:

* Given name

Other given names










* Family name

Cancel Save & Exit  3 Next 

Do It Now

- Register a business name
- Renew a business name
- Apply for an SMSF auditor registration
- Link a business/request ASIC key
- Check business name availability
- Search ASIC registers

Quick Links

- Australian Business Register 
- ABN Lookup 
- Find ACN 
- Australian Business Account 
- Australian Business Licence and Information Service 
- Trade Mark (TM) Check 
- Franchise Council of Australia 
- NZ Companies Office 
- Information Brokers 

Need Help ?

- Business name registration

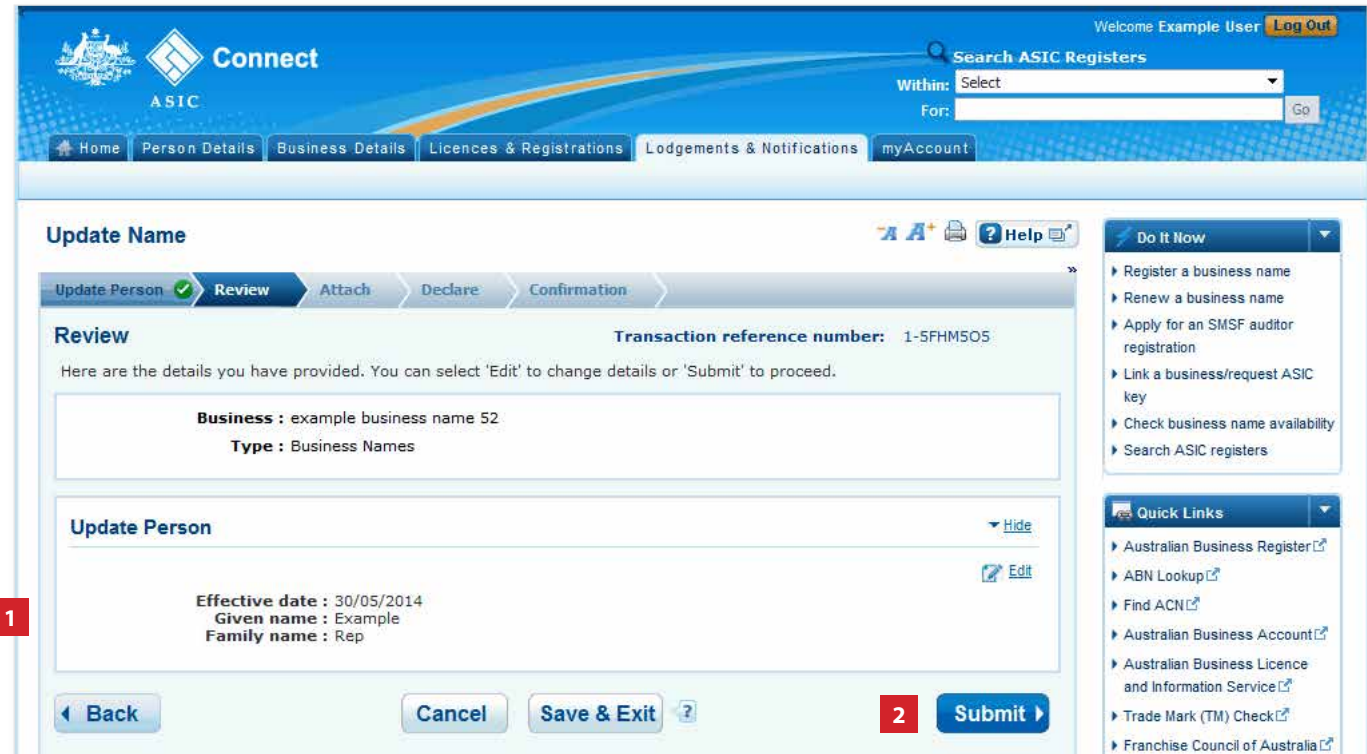
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[How to change business name representative details](#)

If update name is selected

Review

1. Check the change is displayed correctly. If not, select **Edit** to go back to re-enter the name.
2. Select **Submit** to continue.



Update Name

Update Person Review Attach Declare Confirmation

Review Transaction reference number: 1-5FHM505

Here are the details you have provided. You can select 'Edit' to change details or 'Submit' to proceed.

Business : example business name 52
Type : Business Names

Update Person [Hide](#)

Effective date : 30/05/2014
Given name : Example
Family name : Rep [Edit](#)

[Back](#) [Cancel](#) [Save & Exit](#) [?](#) **2** [Submit](#)

Do It Now

- Register a business name
- Renew a business name
- Apply for an SMSF auditor registration
- Link a business/request ASIC key
- Check business name availability
- Search ASIC registers

Quick Links

- Australian Business Register
- ABN Lookup
- Find ACN
- Australian Business Account
- Australian Business Licence and Information Service
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- Franchise Council of Australia


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[How to change business name representative details](#)

If update name is selected

Attach

1. You may be required to attach supporting documentation. We will contact you if this is the case.
2. Select **Next** to continue.



The screenshot shows the 'Update Name' process in the ASIC Connect system. The 'Attach' step is highlighted with a red '1' in a box. The page displays the following information:

- Transaction reference number:** 1-5FHMS05
- Business:** example business name 52
- Type:** Business Names
- Supporting documentation:** We will contact you if any supporting documentation is required. This section is marked as a **Mandatory field**.

A red '2' in a box highlights the **Next** button at the bottom right of the form. The navigation bar at the top includes 'Home', 'Person Details', 'Business Details', 'Licences & Registrations', 'Lodgements & Notifications', and 'myAccount'. The 'Update Name' process is shown as a sequence of steps: Update Person, Review, **Attach**, Declare, and Confirmation.

The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

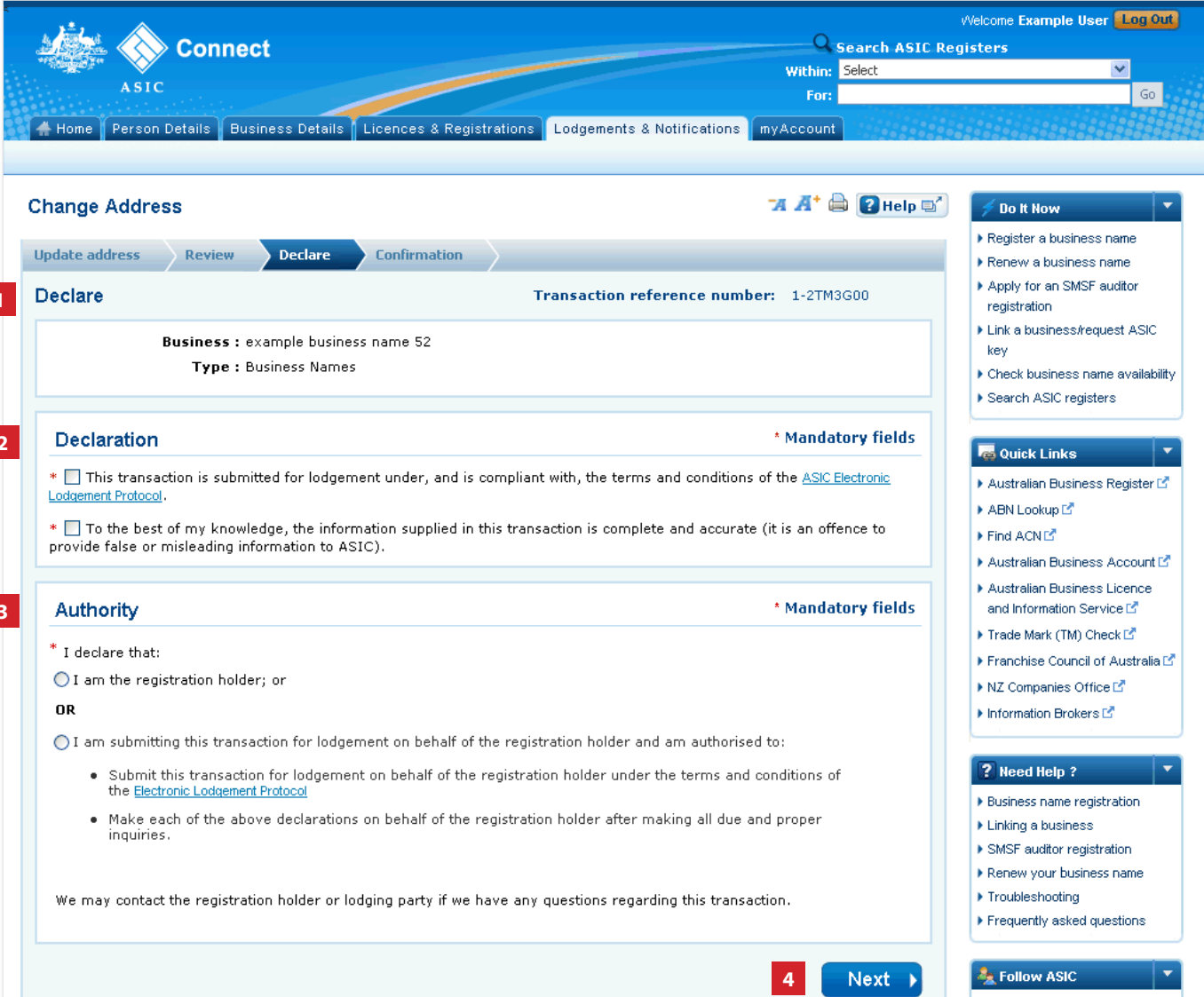
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Declare and confirm

This section shows the declaration and confirmation steps.

Declare

1. Read the declaration to ensure you agree with the conditions of the transaction.
2. If you agree, tick the boxes next to the declaration to proceed.
3. Select your authority for lodging the application.
4. Select **Next** to continue.



The screenshot shows the 'Change Address' form in the 'Declare' step. The form is titled 'Change Address' and has a progress bar with four steps: 'Update address', 'Review', 'Declare', and 'Confirmation'. The 'Declare' step is currently active and highlighted in blue. A red box with the number '1' is next to the 'Declare' step label. The form displays the following information:

- Transaction reference number:** 1-2TM3G00
- Business:** example business name 52
- Type:** Business Names

Below this information are three sections, each with a red box and number:

- 1 Declaration** (marked as a mandatory field):
 - * This transaction is submitted for lodgement under, and is compliant with, the terms and conditions of the [ASIC Electronic Lodgement Protocol](#).
 - * To the best of my knowledge, the information supplied in this transaction is complete and accurate (it is an offence to provide false or misleading information to ASIC).
- 3 Authority** (marked as a mandatory field):
 - * I declare that:
 - I am the registration holder; or
 - OR**
 - I am submitting this transaction for lodgement on behalf of the registration holder and am authorised to:
 - Submit this transaction for lodgement on behalf of the registration holder under the terms and conditions of the [Electronic Lodgement Protocol](#)
 - Make each of the above declarations on behalf of the registration holder after making all due and proper inquiries.

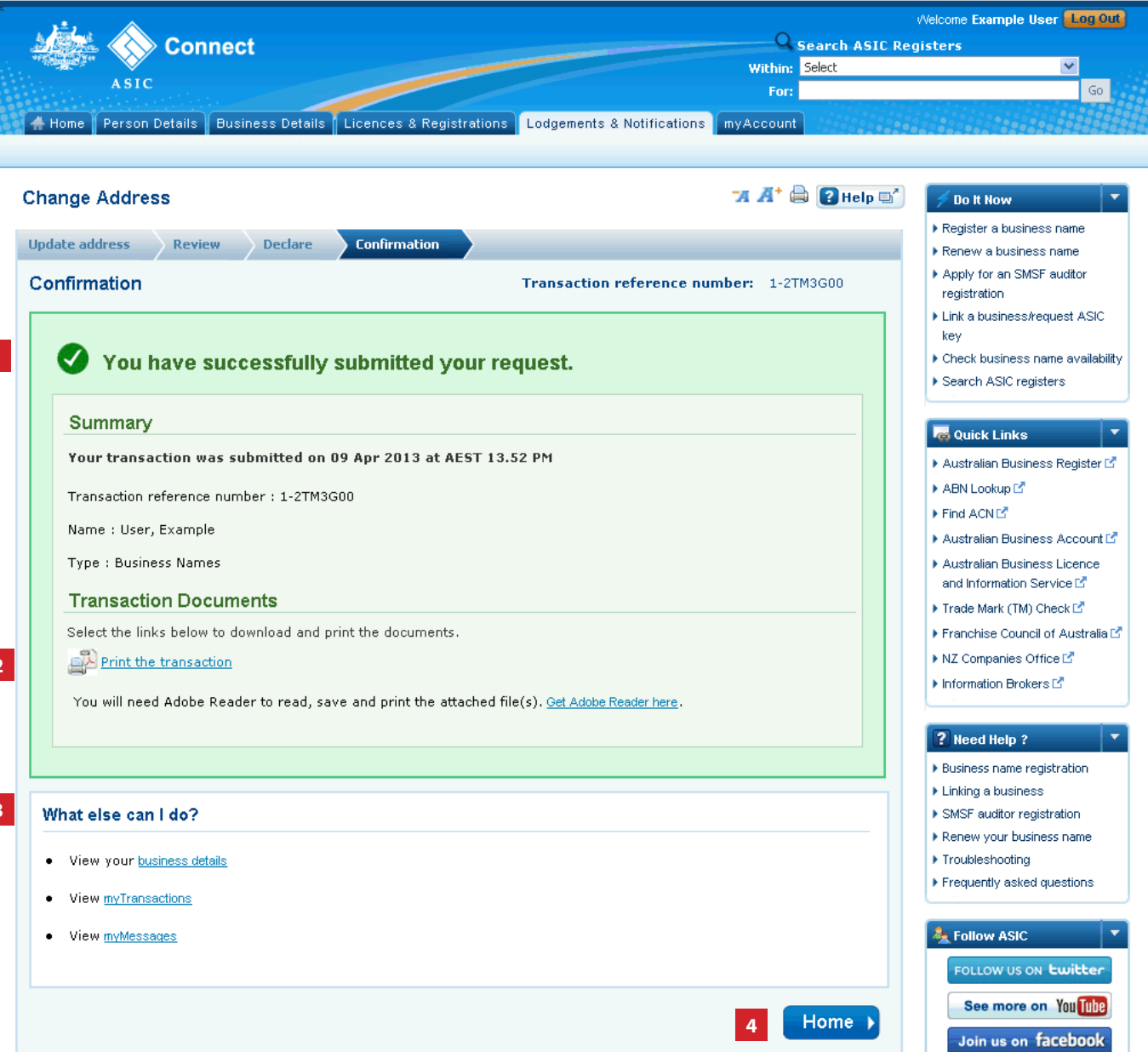
At the bottom of the form, there is a red box with the number '4' and a 'Next' button. On the right side of the form, there are two sidebars: 'Do It Now' and 'Quick Links'. The 'Do It Now' sidebar contains links for: Register a business name, Renew a business name, Apply for an SMSF auditor registration, Link a business/request ASIC key, Check business name availability, and Search ASIC registers. The 'Quick Links' sidebar contains links for: Australian Business Register, ABN Lookup, Find ACN, Australian Business Account, Australian Business Licence and Information Service, Trade Mark (TM) Check, Franchise Council of Australia, NZ Companies Office, and Information Brokers. Below these is a 'Need Help?' sidebar with links for: Business name registration, Linking a business, SMSF auditor registration, Renew your business name, Troubleshooting, and Frequently asked questions. At the very bottom right, there is a 'Follow ASIC' sidebar.

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Confirmation

1. This screen confirms that your transaction has been successfully submitted.
 2. Select **Print the transaction** to download a printable PDF version of the change.
 3. Select one of the links under *What else can I do* for more information about other services.
- OR
4. Select **Home** to return to the ASIC Connect homepage.



The screenshot displays the 'Change Address' confirmation page on the ASIC Connect website. The page header includes the ASIC logo, 'Connect' text, and a search bar for ASIC registers. A navigation menu at the top contains links for Home, Person Details, Business Details, Licences & Registrations, Lodgements & Notifications, and myAccount. The main content area is titled 'Change Address' and shows a progress bar with steps: Update address, Review, Declare, and Confirmation (the current step). A green box contains a confirmation message: 'You have successfully submitted your request.' Below this is a 'Summary' section stating the transaction was submitted on 09 Apr 2013 at AEST 13.52 PM, with a transaction reference number of 1-2TM3G00. It lists the user's name as 'User, Example' and the type as 'Business Names'. A 'Transaction Documents' section provides a link to 'Print the transaction' and notes that Adobe Reader is required. A 'What else can I do?' section offers links to 'business details', 'myTransactions', and 'myMessages'. On the right side, there are 'Do it Now' and 'Quick Links' sections with various service links. At the bottom right, there is a 'Home' button and social media links for Twitter, YouTube, and Facebook. Red numbered callouts (1, 2, 3, 4) are overlaid on the image to highlight key elements: 1 points to the confirmation message, 2 points to the 'Print the transaction' link, 3 points to the 'What else can I do?' section, and 4 points to the 'Home' button.

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