

ASIC registered agent number _____
 lodging party or agent name _____
 office, level, building name or PO Box no. _____
 street number and name _____
 suburb / city _____ state/territory _____ postcode _____
 telephone () _____
 facsimile () _____
 DX number _____ suburb / city _____



ASS. REQ-A
 CASH. REQ-P
 PROC.

Australian Securities & Investments Commission

form **909**

Notification of
office at which register is kept

Corporations Act 2001
 100(1)(d), 172, 271, 1302(4)
 601CZC

company name _____
 A.C.N. _____

Details of Register

- Register of members
- Register of options
- Register of charges
- Register of holders of debentures
- Register of debenture holders for non-companies

Details of change

- change from registered office date of change (d/m/y) / /
- change from principal place of business date of change (d/m/y) / /
- change from other address date of change (d/m/y) / /

Details of other address where changed from:

at the office of _____
 office, level, building name _____
 street number & name _____
 suburb/city _____ state/territory _____ postcode _____

New address

at the office of _____
 office, level, building name _____
 street number & name _____
 suburb/city _____ state/territory _____ postcode _____

Does the company occupy these premises? yes no

If NO, name of occupier _____

occupier's consent (Tick box to assent to statement required by subsection 100(1)(d))

- The occupier of the premises has consented in writing to the use of the new address as the place for keeping of the register and has not withdrawn that consent.

Signature

print name _____ capacity _____
 sign here _____ date / /

GUIDE

This guide does not form part of the prescribed form and is included by ASIC to assist you in completing and lodging form 909.

Signature	This form must be signed by a director or secretary.
Lodging period	Within 7 days of establishing or changing location of register.
Lodging Fee	<p>Nil if lodged within the prescribed lodging period.</p> <p>Late fees will apply if you notify a change outside of the lodgement period. For information on fees refer to www.asic.gov.au/forms.</p> <p>A receipt will not be issued unless requested.</p>
Other forms to be completed	Nil.
Additional information	Nil.
Send to	<p>Australian Securities & Investments Commission PO Box 4000 Gippsland Mail Centre VIC 3841</p>
Annexures	<p>To make any annexure conform to the regulations, you must</p> <ol style="list-style-type: none"> 1 use A4 size paper of white or light pastel colour with a margin of at least 10mm on all sides 2 show the corporation name and A.C.N. or A.R.B.N. 3 number the pages consecutively 4 print or type in BLOCK letters in dark blue or black ink so that the document is clearly legible when photocopied 5 identify the annexure with a mark such as A, B, C, etc 6 endorse the annexure with the words: This is annexure (mark) of (number) pages referred to in form (form number and title) 7 sign and date the annexure <p>The annexure must be signed by the same person(s) who signed the form.</p>
Privacy	<p>The information provided to ASIC in this form may include personal information. Please refer to our privacy policy (www.asic.gov.au/privacy) for information about how we handle your personal information, your rights to seek access to and correct personal information, and to complain about breaches of your privacy.</p>