



# Location of books on computer

## Lodgement details

ASIC registered agent number

Lodging party or agent name

Office, level, building name or PO Box number

Street number & name

Suburb/City

State/Territory

Postcode

Telephone number

( )

Facsimile

( )

## Details

Corporation name

ACN

## Notification

Tick the appropriate box

The corporation hereby gives notice that under Section 1301 of the Corporations Act 2001 in respect to books and records kept otherwise than in writing:

(991)  situation of the place of storage or the place of inspection

(992)  change in the situation of the place of storage or the place of inspection

Insert details of book(s)

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The above listed books are stored on computer at the following address:

At the office of

Office, level, building name

Street number and name

Suburb/City

State

Postcode

and may be inspected at that place/the following place:

At the office of

Office, level, building name

Street number and name

Suburb/City

State

Postcode

**Effective date**

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
[D	D]		[M	M]		[Y	Y]

**Signature**

This form must be signed by a current officeholder of the company.

I certify that the information in this form is true and complete.

Print name

Capacity

Sign here

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
[D	D]		[M	M]		[Y	Y]

Small Business (less than 20 employees), please provide an estimate of the time taken to complete this form

**Include**

- The time actually spent reading the instructions, working on the question and obtaining the information
- The time spent by all employees in collecting and providing this information

hrs:

mins:

**Privacy**

The information provided to ASIC in this form may include personal information. Please refer to our privacy policy ([www.asic.gov.au/privacy](http://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.

**Lodgement**

Send completed and signed forms to:  
Australian Securities and Investments Commission,  
PO Box 4000, Gippsland Mail Centre VIC 3841.

**For more information**

Web [www.asic.gov.au](http://www.asic.gov.au)  
Need help? [www.asic.gov.au/question](http://www.asic.gov.au/question)  
Telephone 1300 300 630