



# Presentation of summary of affairs of a company

If there is insufficient space in any section of the form, you may attach an annexure and submit as part of this lodgement

**Related forms:**

5604 Information about the company's affairs sent to creditors

## Company details

Company name

ACN

## Lodgement details

An image of this form will be available as  
part of the public register.

**Who should ASIC contact if there is a query about this form?**

ASIC Registered agent number (if applicable)

Firm/organisation

Contact name/position description

Telephone number (during business hours)

Email address (optional)

Postal address

Suburb/City

State/Territory

Postcode

## Summary of assets and liabilities

Date to which summary is made up

/   /    
[D] [D] [M] [M] [Y] [Y]

Continued... **Summary of assets and liabilities**

	Valuation (for each entry show whether cost or net book amount)	Estimated Realisable Values
1 Assets not specifically subject to security interest	\$	\$
(a) interest in land		
(b) sundry debtors		
(c) cash on hand		
(d) cash at bank		
(e) stock		
(f) work in progress		
(g) plant and machinery		
(h) other assets		
<b>Sub-total</b>		
2 Assets subject to specific security interests		
Less amounts owing		
<b>Total Assets</b>	(\$ )	
<b>Total Estimated Realisable Values</b>		(\$ )
3 Less amounts payable in advance of secured creditor(s) including employee entitlements		
4 Less amounts owing and secured by debenture or circulating security interests over assets		
5 Less preferential claims ranking behind secured creditors		
6 Less balances owing to partly secured creditors		
<b>Total Claims</b>	(\$ )	
<b>Security Held</b>	(\$ )	
7 Less creditors (Unsecured) Amount claimed		
8 Add contingent assets <b>Estimated to produce</b>		
9 Less contingent liabilities <b>Estimated to rank</b>		
<input type="checkbox"/> Estimated deficiency or		
<input type="checkbox"/> Estimated surplus		\$
<input type="checkbox"/> Subject to costs of administration or		
<input type="checkbox"/> Subject to costs of liquidation		
<b>Share capital</b> \$		
<b>Issued</b> \$		
<b>Paid Up</b> \$		

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## Signature

This form must be signed by a director, secretary or liquidator.

Name of person signing

Capacity

Signature

Date signed

/   /    
[D] [D] [M] [M] [Y] [Y]

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## 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

# Guide: Presentation of summary of affairs of a company

This guide does not form part of the form. It is included by ASIC to assist you in completing and lodging the Form 509.

**Related forms:**

5604 Information about the company's affairs sent to creditors

<b>Signature</b>	This form must be signed by a director, secretary or liquidator.				
<b>Lodgement period</b>	10 business days after the meeting of the company at which the resolution for winding up was passed.				
<b>Lodgement fee</b>	A lodgement fee applies to this form.  For information on fees refer to <a href="http://www.asic.gov.au/forms">www.asic.gov.au/forms</a> .				
<b>Other forms to be completed</b>	This form should be lodged with Form 5604 Information about the company's affairs sent to creditors - Section 497(1)(b)				
<b>Additional information</b>	<p>The date given as 'date to which summary is made up' must not be earlier than the date of the declaration by a majority of the directors under subsection 494(1) of the <i>Corporations Act 2001</i>.</p> <p>If this summary of affairs is sent out to creditors in accordance with subparagraph 497(1)(b)(i) of the <i>Corporations Act 2001</i>, it must be made up to the latest practicable date before the notices are sent.</p>				
<b>How to provide additional information</b>	<p><b>Photocopied Form 509 pages</b> If there is insufficient space in any section of the form, you may photocopy the relevant page(s) and submit as part of this lodgement.</p> <p><b>Attachments</b> Attachments must be labelled as shown below.</p> <p><b>Sample</b></p> <table border="1"><tr><td>Liquidator name:</td></tr><tr><td>Attachment name:</td></tr><tr><td>Number of pages:</td></tr><tr><td>Date prepared:</td></tr></table>	Liquidator name:	Attachment name:	Number of pages:	Date prepared:
Liquidator name:					
Attachment name:					
Number of pages:					
Date prepared:					
<b>Privacy</b>	The information provided to ASIC in this form may include personal information. Please refer to our privacy policy ( <a href="http://www.asic.gov.au/privacy">www.asic.gov.au/privacy</a> ) 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.				
<b>Lodgement</b>	<p>Send completed and signed forms to: Australian Securities and Investments Commission PO Box 4000, Gippsland Mail Centre VIC 3841.</p> <p><b>For more information</b> Web <a href="http://www.asic.gov.au">www.asic.gov.au</a> Need help? <a href="http://www.asic.gov.au/question">www.asic.gov.au/question</a> Telephone 1300 300 630</p>				