



ASIC

Connect

User guide

ASIC Connect

How to register a business name if the holder is a joint venture

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

Register a business name

- **ASIC Connect** is the online system used to manage your business name.
- You can lodge an application for a business name online from your **ASIC Connect** account.
- This guide explains how to apply for a business name if the holder is a **joint venture**. Other business name holder types will result in different screens and questions being asked.
- You must have an **Australian Business Number (ABN)** in your own name or an ABN application reference number to apply for a business name (unless an exemption applies).

Please note: if you are in the process of reinstating a cancelled ABN you will need to wait for this to be finalised with the Australian Business Register before you apply for a business name with ASIC.

- We have different **payment methods** you can use to pay your registration fee. These include paying online by credit card or later by BPAY or invoice.
- Further assistance using **ASIC Connect** can be accessed via the  **Help** button at the top right-hand side of the screen.

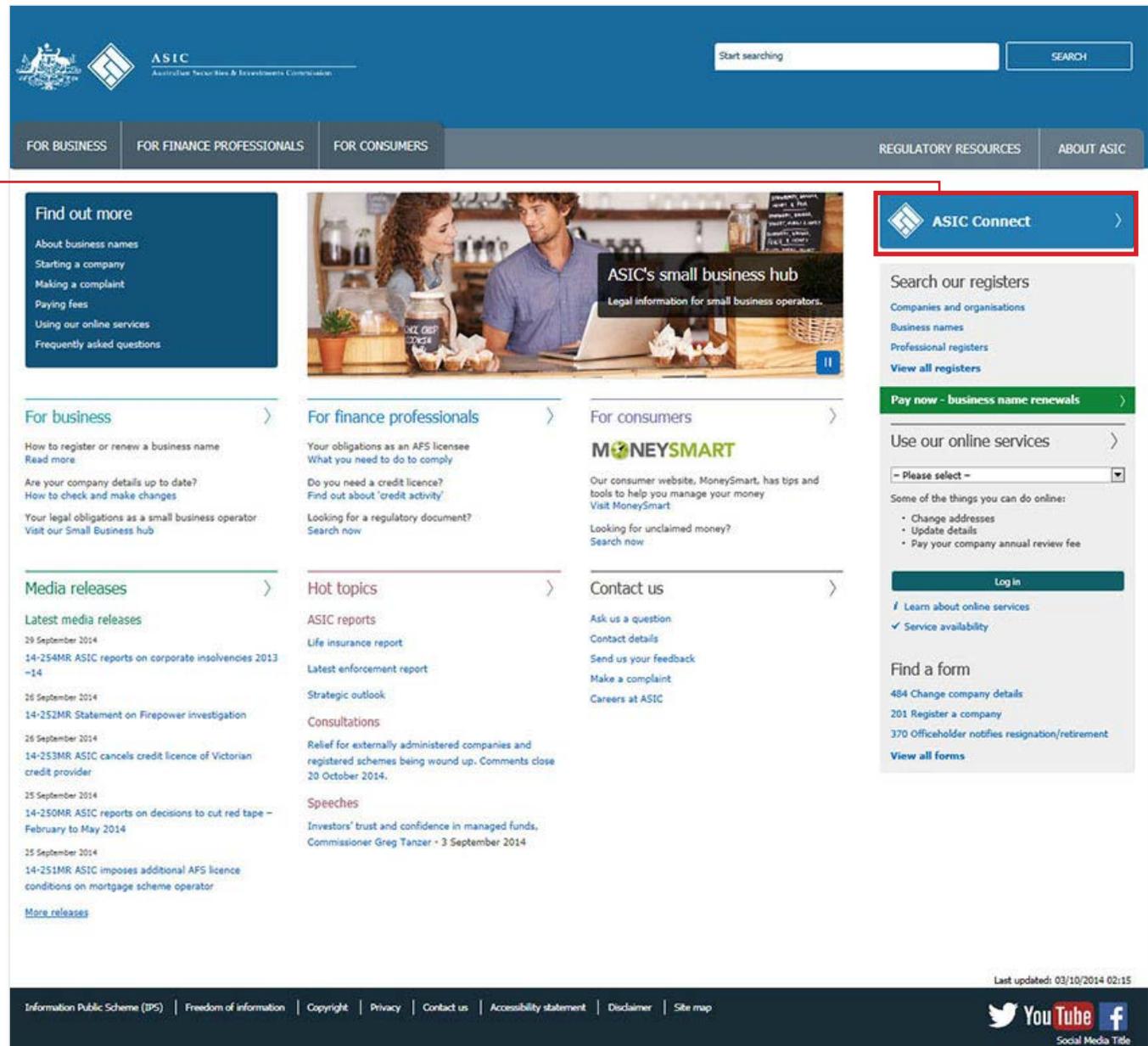
The screens and data pictured in this guide are examples only. Actual screens can have minor differences in text and layout.

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 right, there is a search bar and a 'SEARCH' button. Below the header is a navigation bar with tabs for 'FOR BUSINESS', 'FOR FINANCE PROFESSIONALS', 'FOR CONSUMERS', 'REGULATORY RESOURCES', and 'ABOUT ASIC'. The main content area is divided into several sections: 'Find out more' with links to business names, starting a company, complaints, fees, online services, and FAQs; 'ASIC's small business hub' featuring a video thumbnail; 'For business', 'For finance professionals', and 'For consumers' sections with various links and resources; 'Media releases', 'Hot topics', and 'Contact us' sections; and a right-hand sidebar with 'ASIC Connect' (highlighted with a red box), 'Search our registers', 'Pay now - business name renewals', 'Use our online services', and 'Find a form'. The footer contains links for the Information Public Scheme (IPS), Freedom of information, Copyright, Privacy, Contact us, Accessibility statement, Disclaimer, and Site map, along with social media icons for YouTube and Facebook.

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[How to register a business name if the holder is a joint venture](#)

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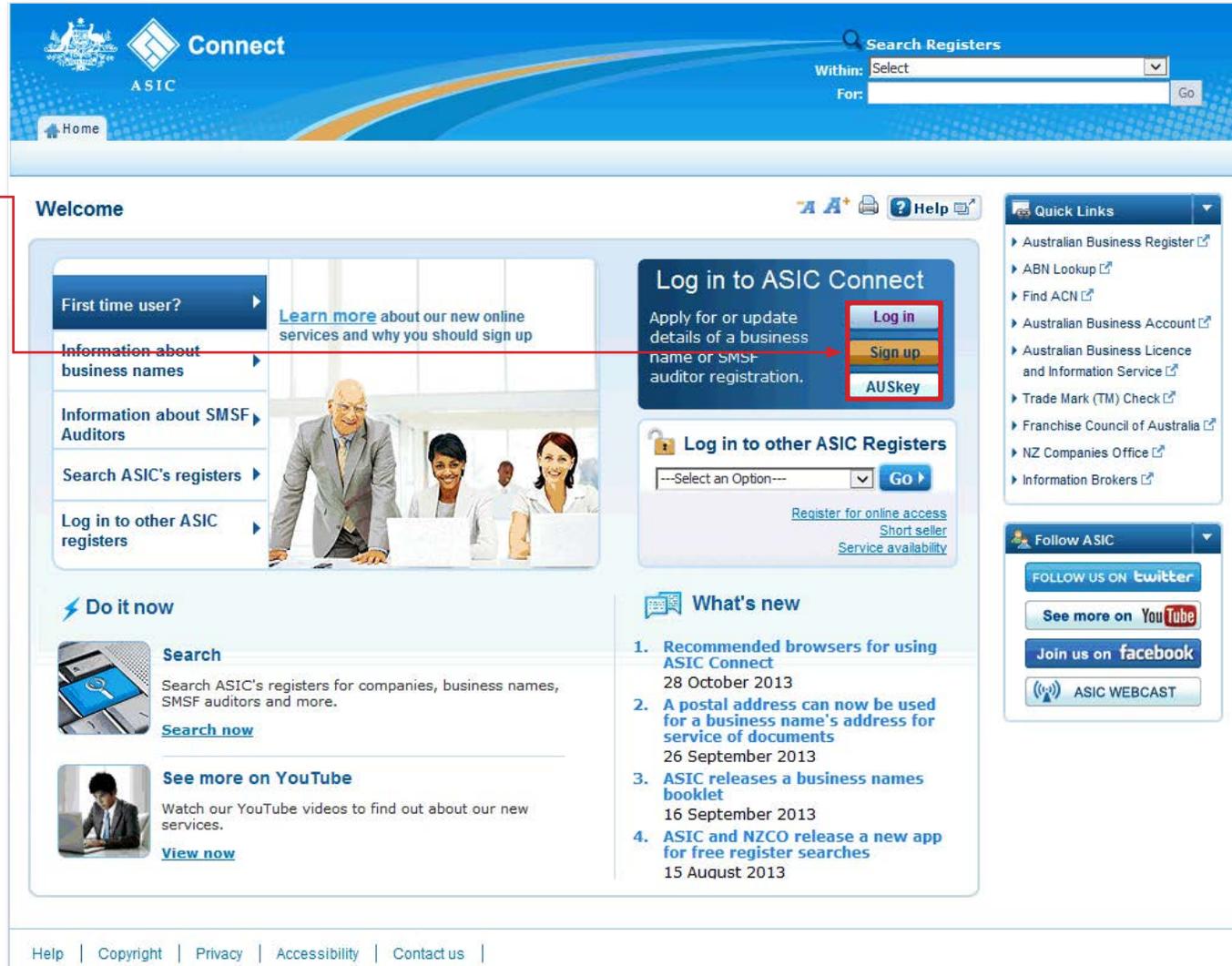
Get started

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

If you don't have an account select **Sign up**.

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

You can also choose to log in with an **AUSkey**.



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 is positioned on the right side of the header. Below the header, the main content area is organized into several sections:

- Welcome:** A central area with a large image of people working at a computer. To the left of the image are several navigation links: 'First time user?', 'Information about business names', 'Information about SMSF Auditors', 'Search ASIC's registers', and 'Log in to other ASIC registers'. To the right of the image is a 'Log in to ASIC Connect' box containing the text 'Apply for or update details of a business name or SMSF auditor registration.' and three buttons: 'Log in', 'Sign up', and 'AUSkey'. Below this is a 'Log in to other ASIC Registers' section with a dropdown menu and a 'Go' button.
- Do it now:** A section with two items: 'Search' (with a sub-link 'Search now') and 'See more on YouTube' (with a sub-link 'View now').
- What's new:** A list of four recent updates, including browser recommendations and new services.
- Quick Links:** A vertical list of links on the right side, including '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'.
- Follow ASIC:** A section at the bottom right with buttons for 'FOLLOW US ON twitter', 'See more on YouTube', 'Join us on facebook', and 'ASIC WEBCAST'.

The footer of the page contains links for 'Help', 'Copyright', 'Privacy', 'Accessibility', and 'Contact us'.

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[How to register a business name if the holder is a joint venture](#)

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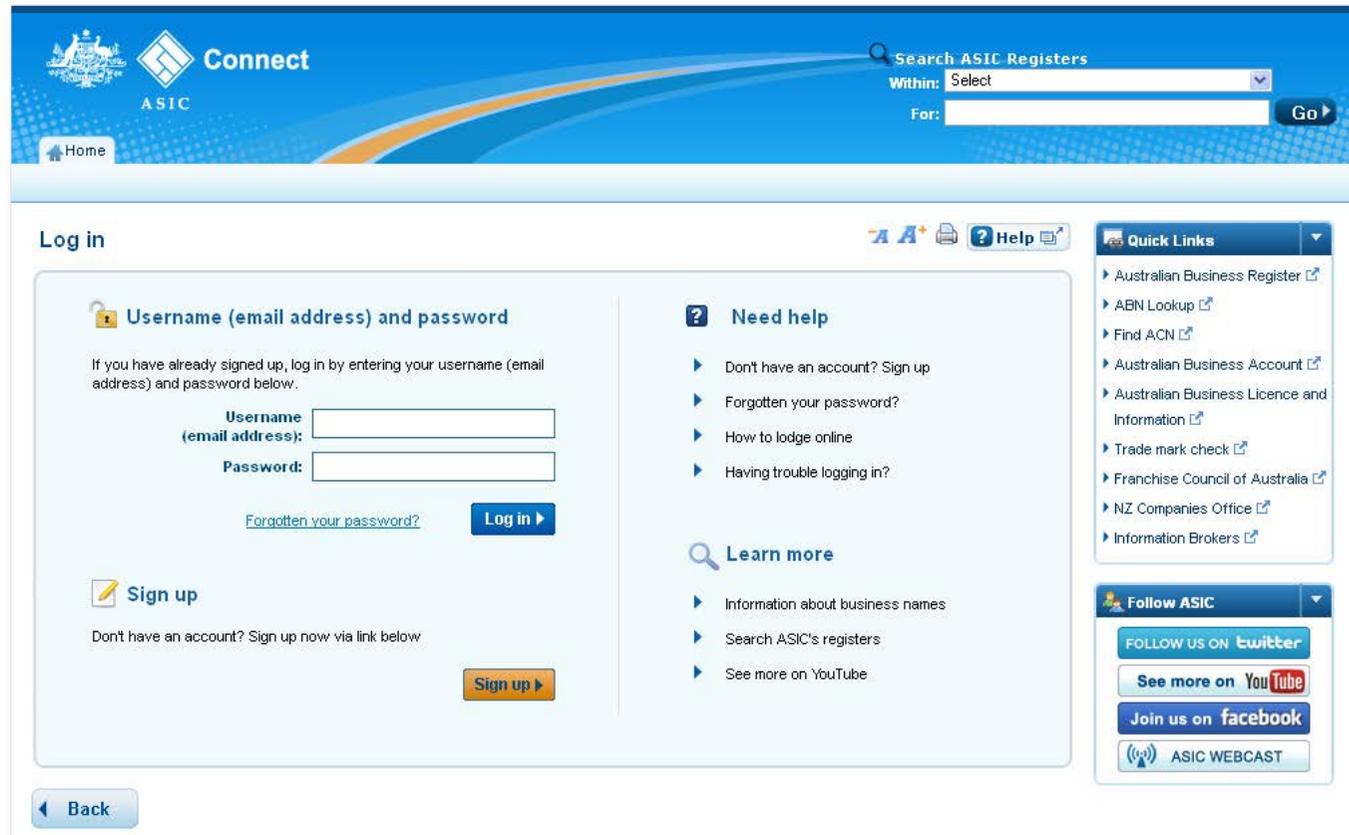
Log in

Log in using your email address and password.

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

Your password must be a minimum of nine characters long and contain at least three of the following:

- an uppercase letter (A-Z) or a lowercase letter (a-z)
- a number (0-9)
- a symbol (!, \$, #, %)



The screenshot shows the ASIC Connect login page. At the top, there is a search bar for ASIC Registers with a dropdown menu for 'Within' (set to 'Select') and a 'Go' button. Below the search bar is a 'Home' button. The main content area is titled 'Log in' and features a 'Username (email address) and password' section. This section includes a text input for 'Username (email address)', a password input, a 'Log in' button, and a link for 'Forgotten your password?'. Below this is a 'Sign up' section with a 'Sign up' button and the text 'Don't have an account? Sign up now via link below'. To the right of the login form is a 'Need help' section with links for 'Don't have an account? Sign up', 'Forgotten your password?', 'How to lodge online', and 'Having trouble logging in?'. Below that is a 'Learn more' section with links for 'Information about business names', 'Search ASIC's registers', and 'See more on YouTube'. On the far right, there are two sidebars: 'Quick Links' with various service links like 'Australian Business Register', 'ABN Lookup', and 'Find ACN'; and 'Follow ASIC' with social media buttons for Twitter, YouTube, Facebook, and an ASIC Webcast button. A 'Back' button is located at the bottom left of the page.

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[How to register a business name if the holder is a joint venture](#)

Home

Once you have logged in, the home screen will be visible.

my Transactions displays your most recent transactions. The following information may be visible under *Transaction status*, depending on what transactions you have started recently:

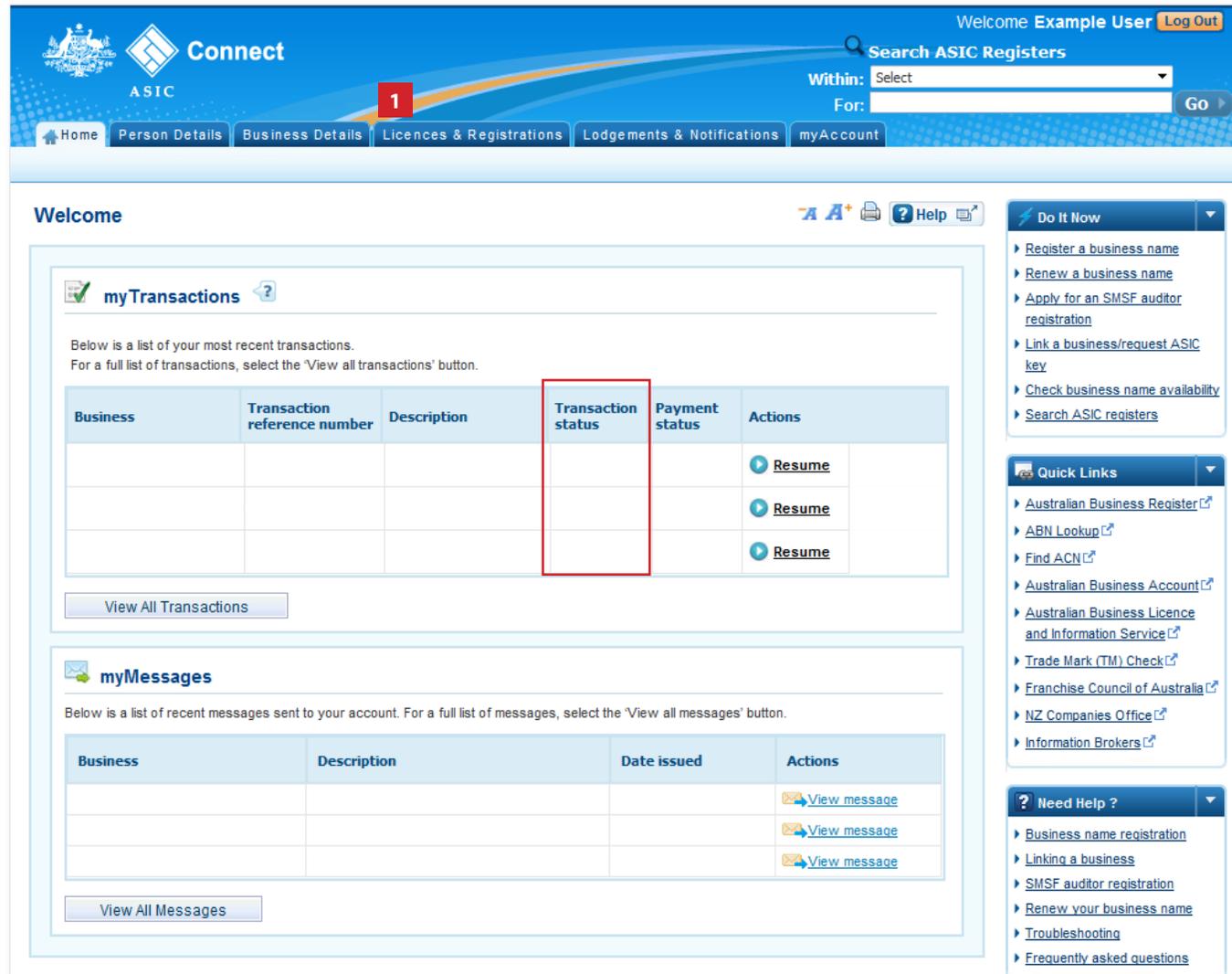
Incomplete - The transaction has not been completed and must be resumed and submitted in order for ASIC to process it.

Validated - The transaction has not been completed and must be resumed and submitted in order for ASIC to process it.

In Progress - The transaction has been submitted and is currently being processed, it cannot be resumed.

Completed - The transaction has been fully submitted and processed, it cannot be resumed.

1. Select the **Licences & Registrations** tab to begin registering a business name.



Welcome **Example User** [Log Out](#)

Search ASIC Registers
 Within:
 For:
[Go](#)

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

Welcome

myTransactions

Below is a list of your most recent transactions. For a full list of transactions, select the 'View all transactions' button.

Business	Transaction reference number	Description	Transaction status	Payment status	Actions
					Resume
					Resume
					Resume

[View All Transactions](#)

myMessages

Below is a list of recent messages sent to your account. For a full list of messages, select the 'View all messages' button.

Business	Description	Date issued	Actions
			View message
			View message
			View message

[View All Messages](#)

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](#)

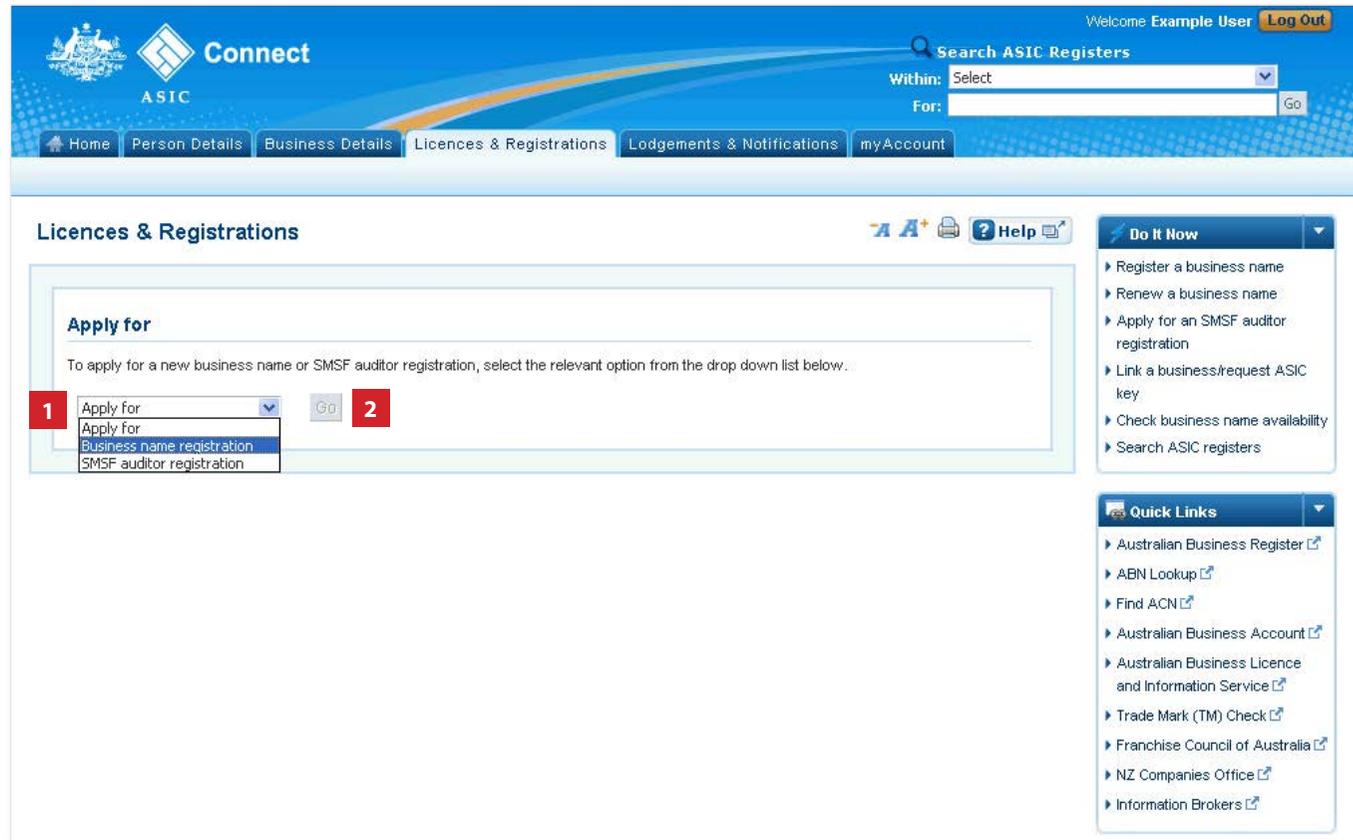
Need Help?

- [Business name registration](#)
- [Linking a business](#)
- [SMSF auditor registration](#)
- [Renew your business name](#)
- [Troubleshooting](#)
- [Frequently asked questions](#)

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

Register a business name

1. Select **Business name registration** from the drop-down box.
2. Select **Go** to continue.



The screenshot shows the ASIC Connect website interface. At the top, there is a navigation bar with the ASIC logo and 'Connect' text. A search bar for 'Search ASIC Registers' is visible, along with a 'Welcome Example User' and 'Log Out' button. Below the navigation bar, there are tabs for 'Home', 'Person Details', 'Business Details', 'Licences & Registrations', 'Lodgements & Notifications', and 'myAccount'. The main content area is titled 'Licences & Registrations' and contains a section for 'Apply for'. A dropdown menu is open, showing options: 'Apply for', 'Business name registration', and 'SMSF auditor registration'. A red '1' is placed to the left of the dropdown, and a red '2' is placed to the right of the 'Go' button. To the right of the main content area, there are two sidebars: 'Do it Now' and 'Quick Links'. The 'Do it Now' sidebar lists actions like '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 lists various services like '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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Register a business name

1. Read the information about applying for a business name.
2. Tick the boxes under **Things to be aware of** after you have read and understood the information.
3. Select **Get Started** to start your application.

Welcome Example User [Log Out](#)

Search ASIC Registers

Write: For: [Go](#)

[Home](#) [Person Details](#) [Business Details](#) [Licences & Registrations](#) [Lodgements & Notifications](#) [myAccount](#)

Apply for a Business Name

1

Before you start

The application takes an average of 15 - 20 minutes to complete. You can choose to save and exit the application if you cannot complete it in one sitting. If you do, the information you entered will be saved for 90 days but the business name you entered will not be held and will be available for someone else to register.

Resume your application by logging on to your account. Go to 'myTransactions' under the 'Lodgements and notifications' tab to resume your application.

Who can lodge an application?

The proposed business name holder or a person authorised by them may lodge the application. Here are the steps to apply for a business name and the information you will need on hand. Step by step information is available in our [how to apply for a business name guide](#).

Step 1 Enter the Australian Business Number (ABN) or ABN application reference number of the entity that will hold the business name

[Find the ABN before you start](#). Don't have an ABN? [Visit the Australian Business Register to apply](#).

If you apply with an ABN application reference number, the business name will be held (but not registered) until your ABN application has been determined by the ABR.

Step 2 Enter the proposed business name and decide if you want to register it for 1 or 3 years

To get ready you can [check to see if the name is available](#).

Enter the business name you would like to register and select 'Check Name Availability'. Business name registration is case sensitive. You must enter the name exactly as it should appear on the register.

Step 3 Enter the details of the proposed business name holder

Depending on the type of holder, details may include this:

- full name, date and place of birth, and residential address of individuals
- ACN or ARBN of companies or registered bodies, or
- organisation representatives for organisations that are not companies or registered bodies (do not have an ACN or ARBN)

[Read more information about the details you will have to provide for the proposed business name holders.](#)

Step 4 Enter the addresses of the business

You will need to provide:

- a street address for the service of documents
- a street address for the principal place of business, and
- an email address

You can also provide a mobile phone number for SMS reminders.

Step 5 Confirm eligibility to hold a business name

You will be asked to make specific declarations before you lodge the application including a declaration that the proposed business name holder (or any person involved in the management of the business) is not [disqualified under the Business Names Registration Act 2013](#).

Step 6 Review and change the information if required

You will have the opportunity to double-check all the information you have entered and edit it if required.

Step 7 Declare

You will be asked to declare that you understand the terms of lodgement of the application and that the information provided is true and correct. If you are lodging this application on behalf of the proposed holder, you will be asked to declare that you have the appropriate authority to lodge and make declarations on their behalf.

[See why may be authorised to lodge an application to register a business name for more information.](#)

Step 8 Pay the registration fee

Have your Visa or MasterCard ready to pay the registration fee, or pay by BPay. If you choose to pay later you will need to provide an email address so we can send you an invoice. We must receive payment within 10 business days or we won't register the name.

[Find out more about using this application.](#)

2

Things to be aware of

- Registering a business name does not give the holder exclusive name rights. The holder may be subject to legal action for using a business name that has the potential to mislead the public.
- The holder may be inadvertently infringing someone else's trade mark with the proposed business name. Choosing a business name that infringes an existing trade mark can be a costly exercise—it could mean hefty legal bills, drawn out disputes and even the closure of the business. That is why it's so important to undertake a trade mark (TM) check. [Visit ASIC Australia to search trademarks](#)
- A holder that is part of a franchise needs consent from the franchise owner to use the business name. [Visit the Franchise Council of Australia for more information about franchises.](#)
- The holder should check for any state or territory business licences that may be required. Get tailored information about government-related licences, registrations and permits at the [Australian Business Licence and Information Service \(ABLIS\)](#).
- The holder may want to register a domain name in addition to the business name. For more information and to search for available domain names before applying for a business name see the [Australian Domain Name Administrator \(AUDA\)](#).
- The [privacy notice](#) explains how we collect and disseminate the information provided in this application.

3 [Get Started](#)

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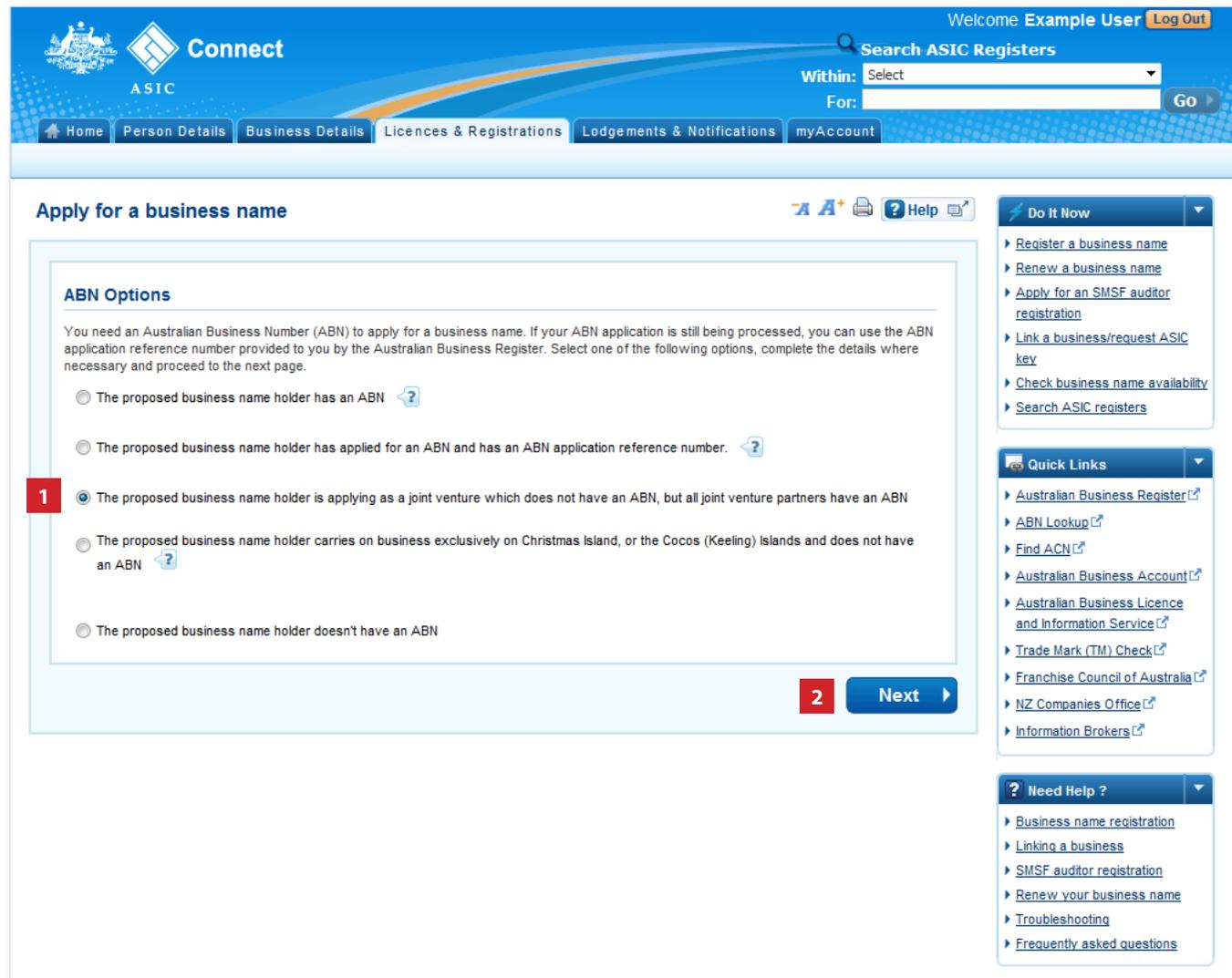
How to register a business name if the holder is a joint venture

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ABN options

To apply for a business name as a joint venture, each partner in the venture must have:

- an ABN, or
 - an ABN application reference number.
1. Select the **third radio button** to indicate you are applying as a joint venture.
 2. Select **Next** to continue.



The screenshot shows the ASIC Connect website interface. At the top, there is a navigation bar with the ASIC logo and the word 'Connect'. Below this is a search bar for 'Search ASIC Registers' with a 'Within:' dropdown menu and a 'Go' button. The main content area is titled 'Apply for a business name' and contains a section for 'ABN Options'. The text in this section reads: 'You need an Australian Business Number (ABN) to apply for a business name. If your ABN application is still being processed, you can use the ABN application reference number provided to you by the Australian Business Register. Select one of the following options, complete the details where necessary and proceed to the next page.' There are five radio button options:

- The proposed business name holder has an ABN
- The proposed business name holder has applied for an ABN and has an ABN application reference number.
- 1** The proposed business name holder is applying as a joint venture which does not have an ABN, but all joint venture partners have an ABN
- The proposed business name holder carries on business exclusively on Christmas Island, or the Cocos (Keeling) Islands and does not have an ABN
- The proposed business name holder doesn't have an ABN

 A red '2' is placed next to the 'Next' button. On the right side of the page, there are three sections: 'Do it Now' with links like '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'; 'Quick Links' with links like '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'; and 'Need Help?' with links like 'Business name registration', 'Linking a business', 'SMSF auditor registration', 'Renew your business name', 'Troubleshooting', and 'Frequently asked questions'.

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[How to register a business name if the holder is a joint venture](#)



Business name availability

1. Enter your proposed business name in the field provided.
2. Select **Check Name Availability**.
The name you have entered will be highlighted in either of the following colours:
 - green - the name is available for registration;
 - amber - manual decision is required by ASIC; or
 - red - the name is unavailable. You will need to enter another business name.
3. Review the existing business names similar to the one you have proposed.
4. Select your preferred registration period (1 year or 3 years).
5. Select **Next** to continue.

Note: If you select **Save & Exit** this will save the application for resuming at a later date. This does not complete the transaction.

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The screenshot shows the 'Apply for a Business Name' page on the ASIC Connect website. The page is titled 'Apply for a Business Name' and includes a navigation menu with options like Home, Person Details, Business Details, Licences & Registrations, Lodgements & Notifications, and myAccount. The main content area is divided into several sections:

- Business Name Availability:** This section contains a 'Proposed Business Name' field with the text 'Example Joint Venture'. A red box labeled '1' is next to the field. To the right of the field is a blue button labeled 'Check Name Availability' with a red box labeled '2' next to it. Below the field, a green message states: 'EXAMPLE JOINT VENTURE is currently available. Select registration period and click next. Here is guidance on how we decide if a name is available.'
- Existing names:** This section is titled 'Existing names' and contains a list of names: 'T. O'CONNOR-JAMES MCLARTY JOINT VENTURE', 'JOINT VENTURE BUSINESS NAME 2', 'JOINT VENTURE PROPOSED NAME', 'JOINT VENTURE PROPOSED NAME 3', and 'GOULD WRIGHT PLUMBING JOINT VENTURE'. A red box labeled '3' is next to the title. Below the list, it says '1 to 5 results of 33' and provides links for 'Prev', 'Next', and 'View All'.
- Registration period and fees:** This section is titled 'Registration period and fees' and contains information about registration periods. A red box labeled '4' is next to the title. It includes a message: 'You may register your business name for 1 year or 3 years and your registration will expire unless renewed on the anniversary of the registration, in 1 or 3 years respectively. You can request an alternative registration period for your business name to end on:
 - the same date as another business name registered to you (with the same ABN), or
 - the same date as your company annual review date (enter this date).
 When you select your preferred registration period, available options will be presented. If choosing to align to your company review date, the date must be within the next 18 months (if a 1 year registration period is selected) or the next 3 years and 6 months (if a 3 year registration period is selected)'. Below this, it says '* Select a registration period :'. There are two radio button options: '1 year registration' and '3 year registration'. A red box labeled '5' is next to the '3 year registration' option.

At the bottom of the form, there are three buttons: 'Cancel', 'Save & Exit', and 'Next'. A red box labeled '5' is next to the 'Next' button. On the right side of the page, there are several sidebars: 'Do It Now' with links like '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'; 'Quick Links' with links like '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'; 'Need Help?' with links like 'Business name registration', 'Linking a business', 'SMSF auditor registration', 'Renew your business name', 'Troubleshooting', and 'Frequently asked questions'; and 'Follow ASIC' with social media icons for Twitter, YouTube, and Facebook.



Business name holder details

1. Enter the **name of the joint venture** in the field provided.
2. You must now enter the details of each joint venture partner. Select **Add Partner**.
3. Select the relevant **ABN option** for the joint venture partner you are adding.
4. Select **Confirm** to continue.

Apply for a Business Name

Transaction reference number: 1-62P6EHD

Proposed business name holder details

Proposed business name : Example Joint Venture

Business details * Mandatory fields

Complete the details for the joint venture.

1 * Joint Venture Name: Example A

Provide the details of all of the joint venture partners.

To begin, select 'Add'. Select 'Edit' to change an existing partner's details.

Remove Partner Add Partner 2

Australian Business Number (ABN) * Mandatory fields

3 Select the ABN option and provide details.

The new joint venture partner has an ABN

The new joint venture partner has applied for an ABN and has an ABN application reference number

The new joint venture partner does not have an ABN and carries on business exclusively on Christmas, or the Cocos (Keeling) Island.

Confirm 4

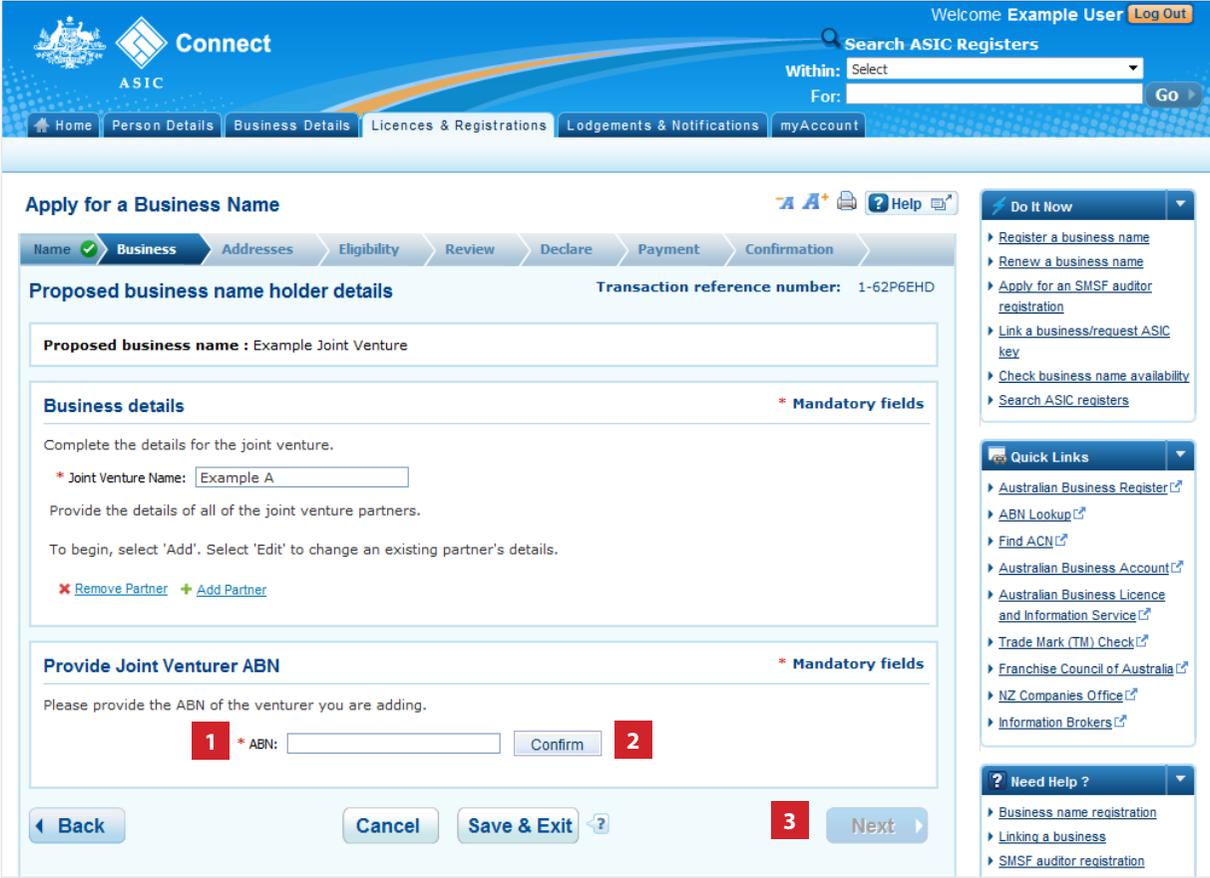
Back Cancel Save & Exit Next

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[How to register a business name if the holder is a joint venture](#)

Business name holder details

1. Enter the **ABN** or **ABN reference number** of the joint venture partner you are adding.
2. Select **Confirm**.
3. Select **Next** to continue.



Connect
ASIC

Welcome Example User [Log Out](#)

Search ASIC Registers
Within: Select
For: [Go](#)

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

Apply for a Business Name

[Name](#) **[Business](#)** [Addresses](#) [Eligibility](#) [Review](#) [Declare](#) [Payment](#) [Confirmation](#)

Transaction reference number: 1-62P6EHD

Proposed business name holder details

Proposed business name : Example Joint Venture

Business details * Mandatory fields

Complete the details for the joint venture.

* Joint Venture Name:

Provide the details of all of the joint venture partners.

To begin, select 'Add'. Select 'Edit' to change an existing partner's details.

[Remove Partner](#) [Add Partner](#)

Provide Joint Venturer ABN * Mandatory fields

Please provide the ABN of the venturer you are adding.

1 * ABN: [Confirm](#) **2**

[Back](#) [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
- Linking a business
- SMSF auditor registration

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Business name holder details

1. Provide additional information about the joint venture partner you are adding. If the partner is:
 - an **individual** (sole trader), you will need to provide their full name, birth details, residential address and email address.
 - a **company or registered body**, you will need to provide either the ACN or the ARBN of the company.
 - an **incorporated entity without an ACN or ARBN**, you will need to appoint an organisational representative for that partner.

Note: Some of this information will be publicly available. Select **How we use your information** for more details.

2. Once you have completed the required fields, select **Save Partner**.

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[How to register a business name if the holder is a joint venture](#)

The screenshot shows the ASIC Connect interface for applying for a business name. The top navigation bar includes 'Home', 'Person Details', 'Business Details', 'Licences & Registrations', 'Lodgements & Notifications', and 'myAccount'. The main heading is 'Apply for a Business Name' with a transaction reference number of 1-62Q09Z5. The form is divided into several sections:

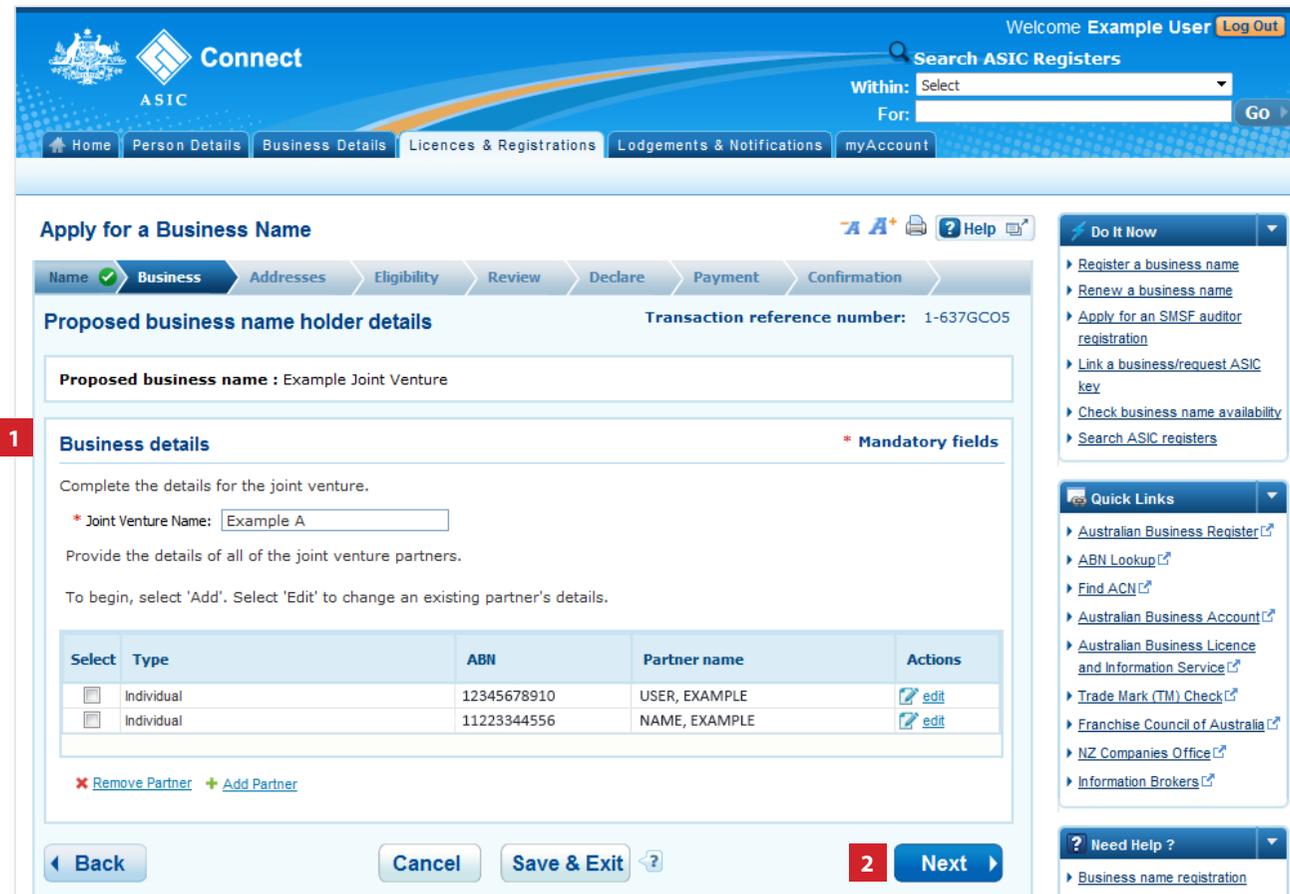
- Proposed business name holder details:** Shows the proposed business name as 'Example Joint Venture'.
- Business details:** Includes a 'Joint Venture Name' field with 'Example A' entered. It also has 'Remove Partner' and 'Add Partner' options.
- Individual Joint Venturer Details (highlighted with a red '1'):** This section is for entering details for an individual partner. It includes:
 - ABR Entity Name:** Joint Venture 1, ABN: 12345678910, Type: Individual.
 - Individual's details:** Fields for 'Given name' (EXAMPLE), 'Other given names', and 'Family name' (USER).
 - Birth details:** Fields for 'Date of birth (DD/MM/YYYY)' and 'Country' (dropdown).
 - Residential address:** A dropdown for 'Select from known address' or 'OR enter new details below', followed by a 'Country' dropdown.
 - Email address:** A dropdown for 'Select from known email address' or 'OR enter new email address below', followed by an 'Email address' field.

At the bottom of the form, there are buttons for 'Clear Partner', 'Save Partner' (highlighted with a red '2'), 'Back', 'Cancel', 'Save & Exit', and 'Next'.

Business name holder details

Continue to add the details for each joint venture partner.

1. Select **Add Partner** and follow the information on pages 11 to 13 to add each additional partner.
2. Once all partners have been added, 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

Apply for a Business Name

Name Business Addresses Eligibility Review Declare Payment Confirmation

Proposed business name holder details Transaction reference number: 1-637GC05

Proposed business name : Example Joint Venture

1 **Business details** * Mandatory fields

Complete the details for the joint venture.

* Joint Venture Name:

Provide the details of all of the joint venture partners.

To begin, select 'Add'. Select 'Edit' to change an existing partner's details.

Select	Type	ABN	Partner name	Actions
<input type="checkbox"/>	Individual	12345678910	USER, EXAMPLE	edit
<input type="checkbox"/>	Individual	11223344556	NAME, EXAMPLE	edit

[Remove Partner](#) [Add Partner](#)

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

- Business name registration

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Addresses

You must provide an address for service of documents, a principal place of business address and an email address. These addresses are mandatory. An SMS (mobile number) is optional.

1. Under the *Actions* column, select **Add** to add the relevant information.
2. Select whether the address is a street or postal address from the drop-down box, and
3. Enter the address details in the fields provided.
4. Select **Save Address**.

Repeat the above steps to add the required addresses.

5. Select **Next** to continue.

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

Apply for a Business Name

Welcome Example User [Log Out](#)

Search ASIC Registers

Within: Select For: Go

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Apply for a Business Name [Help](#)

Name Business **Addresses** Eligibility Review Declare Payment Confirmation

Addresses Transaction reference number: 1-637GC05

Proposed business name : Example Joint Venture

Addresses * Mandatory fields

Here are the addresses we need for this business name and how we use them.

Clicking Add/Edit will expand the form below the table.

Address type	Address details	This address is	Actions
*Address for service of documents		Business Names only (available to p...	+ Add
*Principal place of business/practice		Available to the public.	+ Add
*Email		Not available to the public, Used by ...	+ Add
SMS (Optional)		Not available to the public.	+ Add

Address for service of documents * Mandatory fields

Enter the address where we can deliver official notices. This address must be a physical (or street) address, or a post office box address. It will appear in the public register. See [how we use your information](#) for more details.

OR enter new details below

Country: Australia

* Address Type: Street Address

Building/Property name:

Floor/Level:

Unit/Office:

* Street number: 30 * Street name: Example * Street type: St

* City/Suburb: Melbourne * Postcode: 3000

* State/Territory: Victoria

Clear Address Save Address

To close this address panel without saving the address, you must click an action in the address table above.

Back Cancel Save & Exit Next

Do It Now

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Quick Links

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- 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 ?

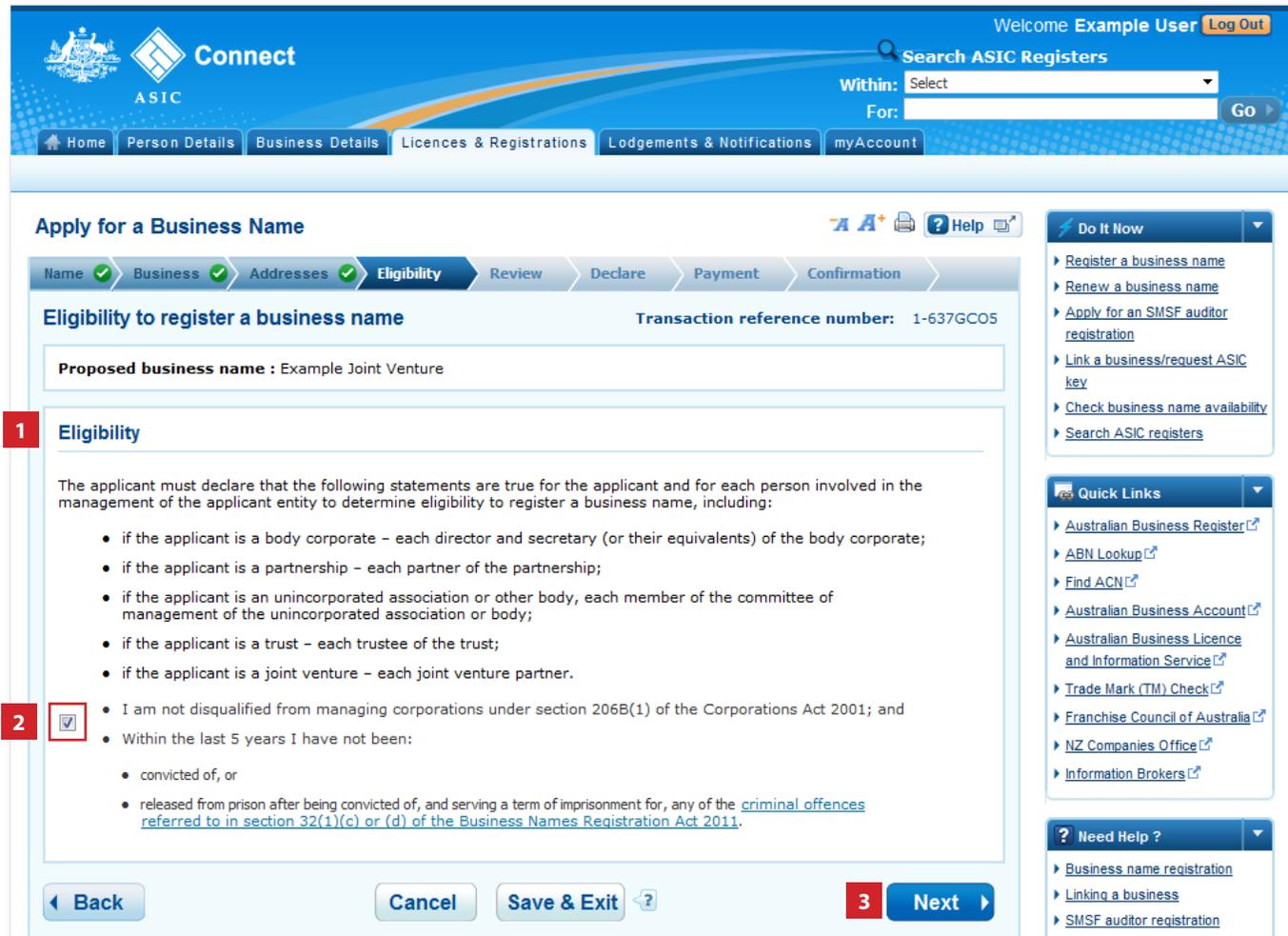
- Business name registration
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Eligibility

1. Read the **eligibility requirements** for each person involved in the management of the applicant entity.
2. **Tick** the box to confirm you have read and understood the information.
3. Select **Next** to continue.



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 Within: Select
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Apply for a Business Name

Transaction reference number: 1-637GC05

Proposed business name : Example Joint Venture

1 Eligibility

The applicant must declare that the following statements are true for the applicant and for each person involved in the management of the applicant entity to determine eligibility to register a business name, including:

- if the applicant is a body corporate – each director and secretary (or their equivalents) of the body corporate;
- if the applicant is a partnership – each partner of the partnership;
- if the applicant is an unincorporated association or other body, each member of the committee of management of the unincorporated association or body;
- if the applicant is a trust – each trustee of the trust;
- if the applicant is a joint venture – each joint venture partner.

2 I am not disqualified from managing corporations under section 206B(1) of the Corporations Act 2001; and

Within the last 5 years I have not been:

- convicted of, or
- released from prison after being convicted of, and serving a term of imprisonment for, any of the [criminal offences referred to in section 32\(1\)\(c\) or \(d\) of the Business Names Registration Act 2011](#).

[Back](#) [Cancel](#) [Save & Exit](#) **3 Next**

Do It Now

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Need Help ?

- ▶ Business name registration
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[How to register a business name if the holder is a joint venture](#)



Review

1. Review the business name details. Ensure you check that the business name is spelt correctly. You cannot go back to change this information once the application is complete.
2. Select **Edit** to change any details that are incorrect.
3. Select **Submit** to continue.

Apply for a Business Name

Transaction reference number: 1-637GCO5

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

1 Proposed business name : Example Joint Venture

2 **Example Joint Venture** is currently available.
Registration Fee: [REDACTED]

Business

Joint Venture: Example A

Type	ABN	Partner Name
Individual	12345678910	USER, EXAMPLE
Individual	11223344556	NAME, EXAMPLE

Addresses

Address type	Address details	This address is
Address for service of documents	30 Example St Melbourne VIC 3000	Business Names only (available to public)
Principal place of business/practice	20 Example St Melbourne VIC 3000	Available to the public
Email	example@email.com	Not available to the public. Used by ASIC to se...
SMS (Optional)		Not available to the public

Eligibility

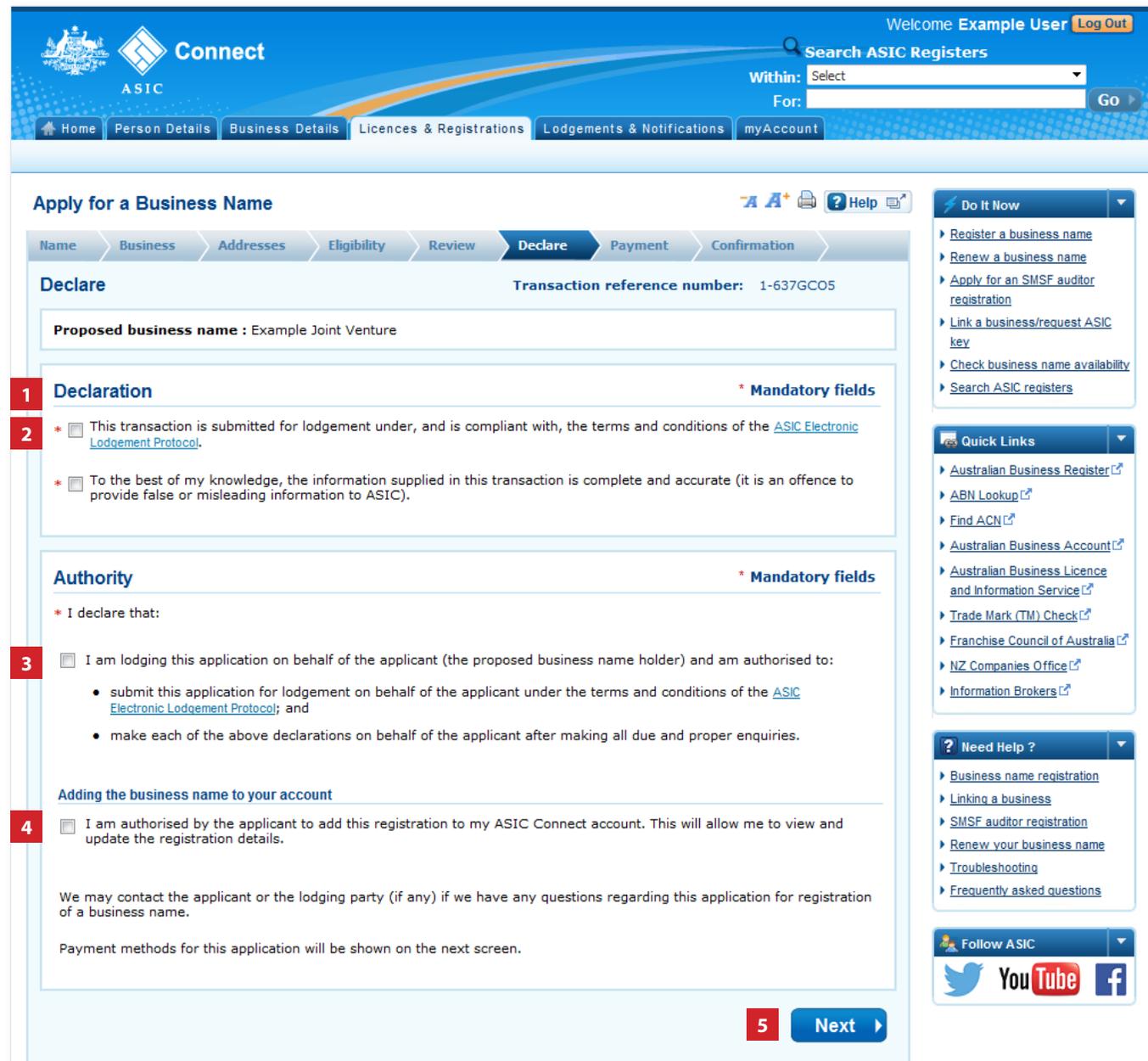
- ✓ I am not disqualified from managing corporations under section 206B(1) of the Corporations Act 2001; and
- Within the last 5 years I have not been:
 - convicted of, or
 - released from prison after being convicted of, and serving a term of imprisonment for, any of the [criminal offences referred to in section 32\(1\)\(c\) or \(d\) of the Business Names Registration Act 2011](#).

3 **Submit**

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Declare

1. Read the [declaration](#) to ensure you agree with the conditions of the transaction.
2. Tick both boxes to confirm you agree.
3. Tick your **Authority** for submitting the transaction.
4. If you are lodging on behalf of the applicant, you can select to add the business name to your ASIC Connect account.
5. Select **Next** to continue.



Welcome Example User [Log Out](#)

Search ASIC Registers
 Within: Select
 For: [Go](#)

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Apply for a Business Name

Transaction reference number: 1-637GC05

Proposed business name : Example Joint Venture

1 Declaration * Mandatory fields

2 * 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 * Mandatory fields

* I declare that:

I am lodging this application on behalf of the applicant (the proposed business name holder) and am authorised to:

- submit this application for lodgement on behalf of the applicant under the terms and conditions of the [ASIC Electronic Lodgement Protocol](#); and
- make each of the above declarations on behalf of the applicant after making all due and proper enquiries.

4 Adding the business name to your account

I am authorised by the applicant to add this registration to my ASIC Connect account. This will allow me to view and update the registration details.

We may contact the applicant or the lodging party (if any) if we have any questions regarding this application for registration of a business name.

Payment methods for this application will be shown on the next screen.

5 [Next](#)

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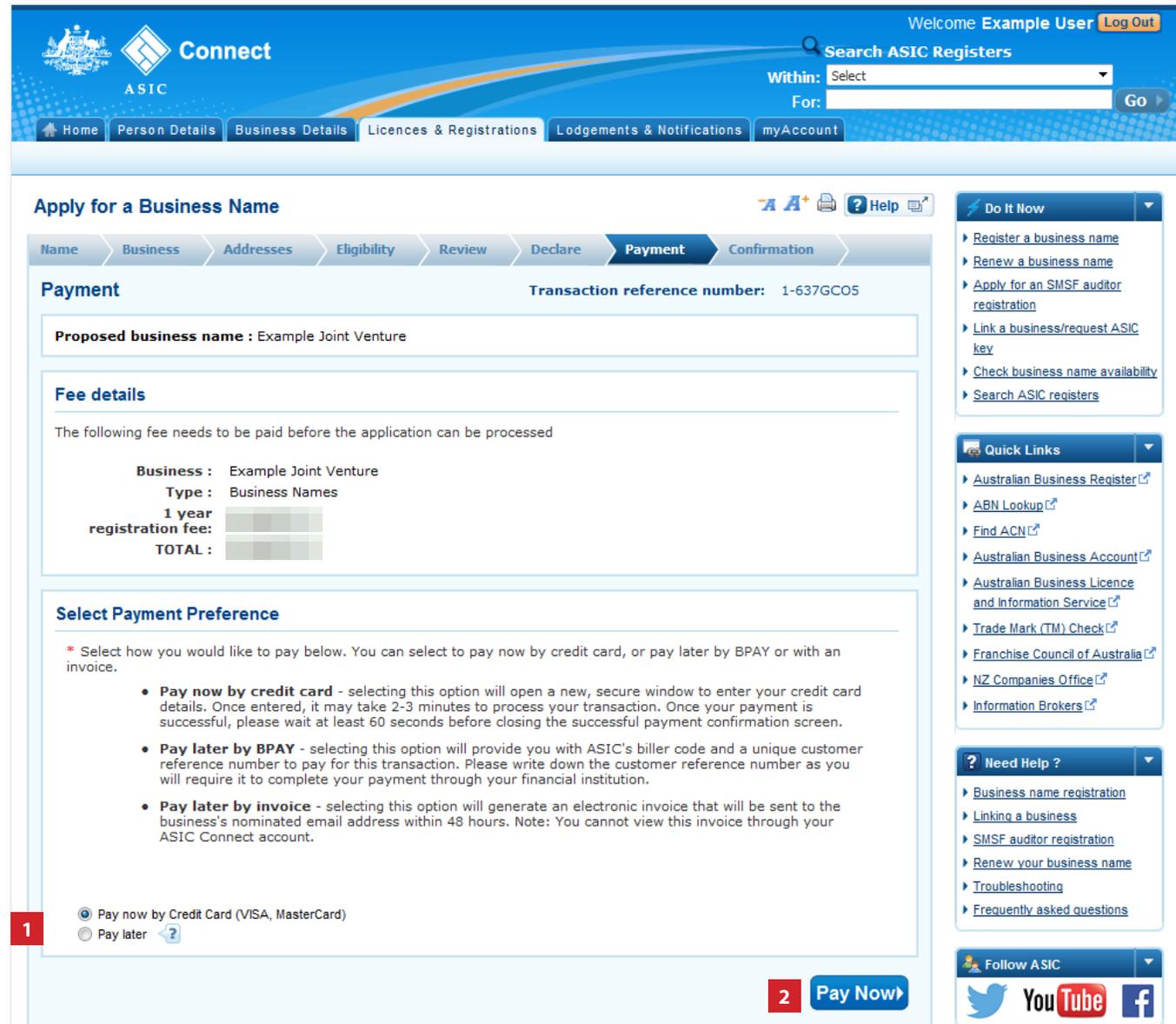
Payment

You can choose to pay for your registration using a credit card, or BPAY. Alternatively, you can request an invoice to be sent to you and pay later.

Pay Now

1. Select the **Pay Now** option.
2. Select **Pay Now** to continue.

To **Pay Later** go to page 21.



Welcome Example User [Log Out](#)

Search ASIC Registers

Within: Select

For: [Go](#)

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

Apply for a Business Name

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[Confirmation](#)

Payment Transaction reference number: 1-637GCO5

Proposed business name : Example Joint Venture

Fee details

The following fee needs to be paid before the application can be processed

Business :	Example Joint Venture
Type :	Business Names
1 year registration fee:	<input type="text"/>
TOTAL :	<input type="text"/>

Select Payment Preference

* Select how you would like to pay below. You can select to pay now by credit card, or pay later by BPAY or with an invoice.

- **Pay now by credit card** - selecting this option will open a new, secure window to enter your credit card details. Once entered, it may take 2-3 minutes to process your transaction. Once your payment is successful, please wait at least 60 seconds before closing the successful payment confirmation screen.
- **Pay later by BPAY** - selecting this option will provide you with ASIC's biller code and a unique customer reference number to pay for this transaction. Please write down the customer reference number as you will require it to complete your payment through your financial institution.
- **Pay later by invoice** - selecting this option will generate an electronic invoice that will be sent to the business's nominated email address within 48 hours. Note: You cannot view this invoice through your ASIC Connect account.

Pay now by Credit Card (VISA, MasterCard)
 Pay later [?](#)

2 [Pay Now](#)

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[How to register a business name if the holder is a joint venture](#)

Payment

Pay Now - credit card payment

1. Enter your credit card details.
2. Select **Submit** to process the payment.

Pay Now



Credit Card Payment

Amount(AUD):

1 Cards Accepted:  

* Card Number:

* Expiry Date: Month Year

* CVV: 

2

You are about to make a payment to the Australian Securities and Investment Commission, in Australia. Ensure you review our [refund policy and security policy](#) before making payment.

You have been redirected to a secure page. Once you have completed your payment, you will be sent back to the transaction confirmation page.



[Privacy](#) [Help](#) [Contact Us](#)

Please do not click on the back button on your browser while we complete this request.
Note: We do not accept American Express and Diners cards.

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[How to register a business name if the holder is a joint venture](#)

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Payment

Pay Later

If you want to pay at a later date, you can do so by using BPAY or requesting an invoice to be sent to you.

1. Select the **Pay Later** option.
 2. Select the **Invoice** or **BPAY** option.
- If you select **Invoice** it will be sent to your email address that was added in this transaction.
 - If you select **BPAY** you will need to print or make note of the BPAY details and process your payment with your financial institution.
3. Select **Pay Later**.

The screenshot shows the 'Apply for a Business Name' process on the ASIC Connect website. The user is at the 'Payment' step of a multi-step process. The page displays a transaction reference number (1-637GC05) and a proposed business name (Example Joint Venture). Under 'Fee details', it states that a fee needs to be paid before processing. The fee details table shows: Business: Example Joint Venture, Type: Business Names, 1 year registration fee: [redacted], and TOTAL: [redacted]. The 'Select Payment Preference' section offers three options: 'Pay now by credit card', 'Pay later by BPAY', and 'Pay later by invoice'. The 'Pay later by BPAY' option is selected, and a red box with the number '2' highlights this section. Below this, there are fields for 'Billier Code' (XXXXX) and 'Customer Reference Number' (XXXXXXXXXXXX). A red box with the number '1' highlights the 'Pay later' radio button, and another red box with the number '3' highlights the 'Pay Later' button at the bottom right of the page.

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



Confirmation

If you selected **Pay Now**, a confirmation of your transaction will be displayed.

1. Select **Print the transaction** to download a printable PDF version of the transaction.
2. Select one of the links under *What else can I do* for more information about other services.

Or

3. Select **Home** to return to the ASIC Connect home page.

If you selected **Pay Later**, a yellow screen will appear to state *'Pay Later - You have successfully applied to register a business name'*.

This invoice will be emailed to your email address that was added in this transaction, not the email address associated with your ASIC Connect account, and payment must be made within 10 business days.

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Apply for a Business Name

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Welcome Example User Log Out

Search ASIC Registers

Within: Select

For: [dropdown] Go

Apply for a Business Name [Help] [Print] [Home]

Name Business Addresses Eligibility Review Declare Payment **Confirmation**

✓ Congratulations, you have successfully registered a business name

Summary

Your transaction was submitted on 25 Mar 2015 at AEST 12.12 PM

Transaction reference number : 1-637GC05

Name : Example Joint Venture

Type : Business Name

Amount : [redacted]

Payment type : Credit card

Transaction Documents

Select the links below to download and print the document(s).

[Print the transaction](#)

We will send you a Record of Registration which provides all of the business name details provided in this application as well as a version of this document with summary information from the public register. We will also send you an ASIC key so that you can connect to your business name details online.

You will need Adobe Reader to read, save and print the attached file(s). [Get Adobe Reader here.](#)

What else can I do?

- To update the details of the business name, log in to your ASIC Connect account. If you haven't already done so, provide an email address and we will also provide:
 - a record of renewal, each time you renew
 - storage of copies of correspondence in myMessages
 - additional reminders for important events such as business name renewals. Email addresses will not be included on the public register.
- View information about [your obligations regarding your business name.](#)
- Get tailored information about government related licences, registrations and permits at the [Australian Business Licence and Information Service \(ABLIS\)](#) or register for and obtain an [Australian Business Account](#) to help you set up, expand and manage your business
- Register and use a domain name. For more information and to search for available domains see the [Australian Domain Name Administrator \(AUDA\).](#)

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