



**ASIC**  
Australian Securities &  
Investments Commission

# How to request an ASIC key

ASIC Connect user guide | Published June 2025



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

## Overview

- ASIC Connect is the online system used to manage business names, SMSF auditor registrations, authorised representatives and financial advisers.
- Your ASIC key safeguards your personal information when you first set up an ASIC Connect account, by ensuring that only you, or those authorised to act on your behalf, can access your account.
- ASIC Connect can be accessed by as many staff as you require. This is particularly useful for those large companies and institutions that hold many business names and/or financial service licences.

## Get started

1. Visit our website at [asic.gov.au](https://asic.gov.au).
2. Scroll down to the **global footer** and under **Online services**, select **ASIC Connect** and sign in.
3. To learn more about Online keys, visit [Online keys](#).

### Tips:

- Alternatively, go straight to [ASIC Connect](#) to log in/sign up.
- Additional support can be found on the following pages:
  - [Business name holders](#) support page (contains user guides and FAQs).
  - [Top call centre questions](#).

## Request an ASIC key

Under the *Do It Now* box on the righthand side, select **Link a business/ request ASIC key**.

The screenshot shows the ASIC myAccount dashboard. The top navigation bar includes links for Home, Person Details, Business Details, Licences & Registrations, Lodgements & Notifications, and myAccount. The main content area is titled 'Welcome Example User' and features a 'myTransactions' section with a table of recent transactions. On the right sidebar, the 'Do It Now' menu is expanded, and the option 'Link a business/request ASIC key' is highlighted with a red box. Other options in the menu include 'Register a business name', 'Renew a business name', 'Apply for an SMSF auditor registration', 'Check business name availability', and 'Search ASIC registers'. Below the menu is a 'Quick Links' section with links to 'Australian Business Register', 'ABN Lookup', 'Find ACN', and 'Australian Business Account'.

Business	Transaction reference number	Description	Transaction status	Payment status	Actions
	1-553P3XT	Apply for Registration	Incomplete		<a href="#">Resume</a> <a href="#">Cancel</a>
ALL FOR YOU BIN HIRE	1-54Y58DJ	Apply to Cancel	Incomplete		<a href="#">Resume</a> <a href="#">Cancel</a>
Puck Chase	1-50XKVLH	ASIC Initiated Compl...	Incomplete		<a href="#">Resume</a>

### For Business name holders

1. Select **No** when asked if you have an ASIC key for your business.
2. Select **Business Name** from the drop-down box.
3. Enter your business name and select **Search name**.
4. Select the correct name from the list of matching or similar results.
5. Select **Request an ASIC key**.

The screenshot shows the 'Adding to your business details' page. The page is divided into several sections. Step 1 points to a question: 'Do you have an ASIC key for your business?' with 'No' selected. Step 2 points to the 'Select Business Type' dropdown menu, which is set to 'Business Name'. Step 3 points to the 'Business name' input field, which contains 'example business name'. Step 4 points to the search results table, which lists several business names. Step 5 points to the 'Request an ASIC key' button at the bottom of the page.

**Select from the following options** \* Mandatory fields

The following questions relate to your ASIC registered business name or SMSF auditor registration. If you do not yet have a business name or SMSF auditor registration but would like to apply for one, select 'No' and follow the link to 'Licences & Registrations'.

☐ Yes ☒ No

**Request an ASIC Key** \* Mandatory fields

\* Select Business Type: Business Name

To request an ASIC key, enter the business name below and select the correct name from the list of matching or similar results.

Before requesting the ASIC key you should check that the address details are correct by selecting the business name hyperlink in the results list. If they are incorrect, you will need to [contact us](#).

Business name:

Business Name	State Name and Number	ABN	Address
<a href="#">example business name partnership</a>		91073441594	Melbourne VIC 3000
<a href="#">example business name 30</a>			Melbourne VIC 3000
<a href="#">example business name 43</a>			Melbourne VIC 3000
<a href="#">example business name 52</a>			Melbourne VIC 3000
<a href="#">example business name 53</a>			Melbourne VIC 3000
<a href="#">example business name 70</a>			Melbourne VIC 3000

## For SMSF auditors

1. Select **No** when asked if you have an ASIC key for your business.
2. Select **SMSF Auditor** from the drop-down box.
3. Enter your auditor number.
4. Select **Request an ASIC key**.

**Adding to your business details**

To link an existing business name or SMSF auditor registration to your user account you will need an ASIC key. This is a unique security number we issue for each registered business name or SMSF auditor registration.

If you have a business name:

- that was registered from 28 May 2012 - your ASIC key is sent on registration.
- that was registered before 28 May 2012 - your ASIC Key is sent with your first reminder notice to renew the business name.
- but do not have an ASIC key (e.g. have not yet received the key or have lost it), you can request one during this transaction.

If you have an SMSF auditor registration:

- your ASIC key is sent on registration.
- but do not have an ASIC key (e.g. have not yet received the key or have lost it), you can request one during this transaction.

**Select from the following options** \* Mandatory fields

The following questions relate to your ASIC registered business name or SMSF auditor registration. If you do not yet have a business name or SMSF auditor registration but would like to apply for one, select 'No' and follow the link to 'Licences & Registrations'.

\* Do you have an ASIC key for your business?

☐ Yes ☒ No

**Request an ASIC Key** \* Mandatory fields

\* Select Business Type: SMSF Auditor

The ASIC key will be sent to the SMSF auditor's email address.

Auditor Number: 12345

Request an ASIC key

**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
- Troubleshooting
- Frequently asked questions

## Confirmation

1. This screen confirms your transaction has been submitted.
2. Select one of the links for more information about other services.

OR

3. Select **Home** to return to the ASIC Connect homepage.

**Note:** The ASIC key will be sent to the email address currently recorded for the business. If an email address has not been provided, the ASIC key will be sent to the address for service of documents listed on the register.

