

## FULL PRICE LIST

Effective from 1st July, 2010

### FORMATION OF COMPANIES

Fee excludes seal. If seal required, add \$16.50  
Additional fees apply for more than 5 persons or for extensive assistance.

Type of Company		Fee
New Standard Company	Includes ASIC fee of \$412.00	775.00
Professional Practice Company	Includes ASIC fee of \$412.00. Licence fees may apply	830.00
Public Company Limited By Shares	Includes ASIC fee of \$412.00	940.00
Public Company Limited By Guarantee	Includes ASIC fee of \$340.00	978.00
Shelf Company – formed on or before 30th June, 2010		803.00
	Includes ASIC fee of \$412.00. Additional fees may apply	
Shelf Company – formed on or after 1st July, 2010		816.20
	Includes ASIC fee of \$400.00. Additional fees may apply	
Registration Of Foreign Company	Includes ASIC fee of \$412.00	775.00

### FORMATION OF TRUSTS

Discretionary Trust	Stamp duty is additional	286.00
Fixed Unit Trust	Stamp duty is additional	363.00
Self-Managed Superannuation Fund	Generally, stamp duty does not apply	440.00

### OTHER SERVICES

#### Name services

Company name reservation	Includes ASIC fee of \$41.00	96.00
Change of name	Includes ASIC fee of \$340.00. Includes seal	505.00
Change of name	Includes ASIC fee of \$340.00. Excludes seal	488.50

#### Constitution services

Change of constitution		
	Constitution only (Package 1)	176.00
	Constitution and minutes (Package 2)	231.00
	Constitution, minutes and other changes (Package 3)	286.00
Adoption of constitution with ASX Rules – constitution and minutes		330.00

#### Additional Company Services

Appointment of alternate director – with a company formation		33.00
Appointment of alternate director – as a separate exercise		66.00
Changes to officers	From	66.00
Changes to shareholders	From	66.00
Change of address	From	33.00
Common seal		55.00
Deregistration		144.00
Reinstatement – ASIC disbursement and other fees owed to ASIC are additional		220.00
Removal of director – includes full notes on conducting the meeting		275.00

#### Search fees

First search or lodgement in a batch, disbursements will be added to our fees	44.00
Each additional search or lodgement in the same batch, disbursements will be added to our fees	11.00

The following searches can be undertaken for you:-

Company searches	Current, historical, Docimages, microfiche, personal name searches, certificate reprints
Business name searches	Current
Property searches	Title searches, personal searches for property ownership

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<b>Associations</b>	Fee
Incorporation – Victorian fees – Model Rules. CAV fee of \$59.80 included	389.80
Incorporation – Victorian fees – Non-Model Rules. CAV fee of \$119.50 included	449.50
Changes to members and committee members	From 66.00
Change of name. CAV disbursement is additional	165.00
Migration of association to company limited by guarantee	POA
Registration of association as Australian Registered Body	670.00
Winding up. CAV disbursement is additional	220.00

<b>Business Names</b>	
Registration – Victorian fees – CAV fee of \$83.70 included	193.70
Additional visits to Consumer Affairs to re-lodge applications	33.00
Change of details	88.00
Cancellation of name	55.00

<b>Search fees</b>	
First search or lodgement in a batch, disbursements will be added to our fees	55.00
Each additional search or lodgement in the same batch, disbursements will be added to our fees	22.00

The following searches can be undertaken for you:-

Company searches	Current, historical, Docimages, microfiche, personal name searches, certificate reprints
Business name searches	Current
Property searches	Title searches, personal searches for property ownership

**Unit trust secretarial services**

Issue of units – for up to four persons	132.00
Transfers of units – up to four transfers	132.00
Redemption of units – for up to four unit holders	132.00

**Capital changes**

Capital reduction – up to four participating shareholders	275.00
Conversion of shares to another class - up to four participating shareholders	220.00
Creation of new class(es) of share(s) - up to four participating shareholders & new classes	385.00
Share division or consolidation - up to four participating shareholders	220.00
Share buy back - up to four participating shareholders, agreement included	440.00

**Status change**

Change of status – includes ASIC fee of \$67.00, constitution and new common seal	397.00	386.00
Change to a not-for-profit company	330.00	319.00
Change to sole purpose superannuation fund trustee	231.00	220.00
Migration from company limited by guarantee to incorporated association (Victorian fees)	POA	POA

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<b>Stationery</b> – fees below are for up to 10. Larger orders will be discounted. Delivery fees may be additional	
Deluxe company folder	16.50
Deluxe company dividers	13.20
Economy company folder	11.00
Economy company dividers	7.70
Trust folder	16.50
Trust dividers (discretionary trust or unit trust)	5.50
Superannuation fund dividers	8.80
Vertical holder	11.00
Box and lid	13.20

<b>Miscellaneous</b>	
Fee for use of our address as your registered office (per annum or part thereof, payable in advance)	220.00
Reprint of work	From 55.00
Preparation of ASIC Form 492	33.00
ABN applications for companies, trusts and associations	110.00
Stamping a deed interstate – all jurisdictions other than NT (reimbursement for courier delivery and return)	55.00
Stamping a deed interstate – NT only (reimbursement for courier delivery and return)	110.00
Supply of PDF version of constitution, trust deed, etc – at time the product is ordered	Free
Supply of PDF version of constitution, trust deed, etc – after the product is ordered	From \$55.00