

PRICE LIST

Prices effective from 1 July 2020



All of the fees listed below are for payment at time of order, or 14 days following the invoice date if an Enduring Credit Card Authorisation is provided. Otherwise, an additional \$66.00 will be charged.

COMPANY FORMATION

| PDF of all core documents being: – Certificate of registration – Constitution – Minutes – Consents – Form 201 – Guidelines | Electronic Includes: – PDF of all core documents (itemised to the left) | Standard Includes: – Documents inserted in a folder with 6 dividers – 2 bound constitutions – PDF of all core documents and registers | Premium Includes: – Documents inserted in a folder with 12 dividers – Slipcase – 4 bound constitutions – PDF of all core documents and registers |
|--|--|---|---|
| Proprietary company | \$649.00 | \$726.00 | \$770.00 |
| Super fund trustee company | \$649.00 | \$726.00 | \$770.00 |
| Professional practice company | \$704.00 | \$781.00 | \$825.00 |
| Public company limited by shares ¹ | \$847.00 | \$924.00 | \$968.00 |
| Public company limited by guarantee ² | \$868.00 | \$945.00 | \$989.00 |
| No liability company | | | Price on application |
| Shelf company | | | Price on application |

TRUST AND SMSF FORMATION

| PDF of all core documents being: – Trust deed – Minutes – Guidelines | Electronic Includes PDFs: – PDF of all core documents (itemised to the left) | Standard Includes: – All documents printed – Documents marked with sign-here tags – 2 bound deeds – PDF of all core documents and registers | Premium Includes: – All documents printed – Documents inserted in a folder with dividers – Slipcase – 4 bound deeds – PDFs of all core documents and registers |
|---|---|--|--|
| Standard discretionary trusts | \$154.00 | \$198.00 | \$242.00 |
| Bloodline discretionary trusts | \$264.00 | \$308.00 | \$352.00 |
| Farm & Young Farmer discretionary trusts | \$209.00 | \$253.00 | \$297.00 |
| Class discretionary trusts | \$242.00 | \$286.00 | \$330.00 |
| Standard unit trusts | \$154.00 | \$198.00 | \$242.00 |
| Class unit trusts | \$308.00 | \$352.00 | \$396.00 |
| Hybrid unit trusts | \$385.00 | \$429.00 | \$473.00 |
| Self managed super funds | \$275.00 | \$319.00 | \$363.00 |

Notes

1. Constitution for a listing on the ASX or NSX will incur an additional fee of \$440.00.
2. If an \$150.00 certificate is required, please add \$417.00 for the additional ASIC fee.

Other

- Common seals are an additional \$44.00 with a premium or standard package, or an additional \$55.00 with an electronic package (for postage & handling).
- If you require us to apply for an ABN, an additional fee of \$220.00 will be incurred.
- Additional fees apply for more than 5 parties (at \$11.00 per party), or for extensive assistance.
- A stamp duty handling fee of \$44.00 for NSW, \$88.00 for Northern Territory, and \$66.00 for deeds stamped in jurisdictions other than Victoria will apply in addition to the applicable interstate stamp duty fees if you wish Castle to stamp deeds.
- All prices include ASIC fees.
- If Castle Legal is required to become involved where the product or service is not standard, additional fees will apply.

PRICE LIST

Prices effective from 1 July 2020



Secretarial Services¹

| | | | |
|---|-----------|------|----------|
| Alignment of review dates for a group of companies ² | | From | \$165.00 |
| Annual review ² | | From | \$176.00 |
| Appoint alternate director ³ | | From | \$132.00 |
| Appointment or resignation of ASIC registered agent or ASIC contact address | | From | \$ 55.00 |
| Change of address | | From | \$ 55.00 |
| Change of auditor | | From | \$220.00 |
| Change of company name ⁵ | | | \$582.00 |
| Change to officers ³ | | From | \$ 88.00 |
| Change to shareholders ³ | | From | \$ 88.00 |
| Common seal (if ordered separately) | | | \$ 55.00 |
| Company name reservation ⁴ | | | \$106.00 |
| Deregistration ⁴ | | | \$185.00 |
| Provision of ASIC registered agent or as ASIC contact address ⁶ | per annum | From | \$165.00 |
| Provision of nominee shareholder ⁶ | per annum | From | \$165.00 |
| Provision of registered office ⁶ | per annum | From | \$165.00 |
| Reinstatement ² | | From | \$253.00 |
| Removal of director ³ | | From | \$275.00 |
| Reconstruction of company register | | | POA |

1. Sourcing missing information may attract an additional fee.
2. ASIC fees are additional.
3. Additional fees apply for the provision of up-to-date registers.
4. ASIC fees are included.
5. Common seals are an additional \$44 (if ordered with your work) or \$55 otherwise.
6. Additional fees may be payable for mail forwarding.

Adoption of New Constitution

| | | | |
|--|--|------|----------|
| Adoption of new constitution with minutes ^{1 & 2} | | From | \$264.00 |
| Adoption of new constitution with minutes and other changes to officers and/or shareholders ^{1 & 2} | | From | \$308.00 |
| Constitution with ASX rules | | | \$440.00 |
| Constitution for a not-for-profit proprietary company ^{1 & 2} | | | \$385.00 |
| Change to/from sole purpose superannuation fund trustee ³ (includes ASIC notification) | | From | \$308.00 |

1. For more than four members and/or more than one class of share on issue, additional fees will apply.
2. If Castle Legal is to provide a tailored constitution, additional fees will apply.
3. If Castle Legal is required to provide a tailored constitution, additional fees will apply.

Capital Restructures

| | | | |
|---|--|------|----------|
| Capital reduction ^{1 & 2} | | From | \$440.00 |
| Share buyback ¹ | Agreement included for first shareholder only - additional agreements \$176 each | From | \$627.00 |
| Share buyback ¹ | Agreement excluded | From | \$451.00 |
| Conversion of shares to another class ¹ | | From | \$385.00 |
| Creation of new class of share ^{1 & 3} | | From | \$385.00 |
| Share division or consolidation ¹ | | From | \$385.00 |
| Redemption of redeemable preference shares ¹ | | From | \$220.00 |
| Financial assistance | | From | \$583.00 |

1. For more than four members and/or more than one class of share in issue, additional fees will apply.
2. For a sole member, the fee is \$220.00.
3. If Castle Legal is to provide a tailored constitution, additional fees will apply.

PRICE LIST

Prices effective from 1 July 2020



Status Change

| | | |
|---|------|----------|
| Migration from one company type to another company type ^{1, 2 & 3} e.g. migrating a proprietary company to a public company limited by shares and vice versa, etc | From | \$770.00 |
| Migration from an association to or from a public company limited by guarantee ^{1, 2, 3 & 4} | From | \$880.00 |
| Change to or from sole purpose superannuation fund trustee ³ | From | \$308.00 |

1. ASIC fees are additional.
2. For more than four members and/or more than one class of share on issue, additional fees will apply.
3. If Castle Legal is to provide tailored constitution or rules, additional fees will apply.
4. CAV fees are additional.

Victorian Associations

| | | |
|---|------|----------|
| Incorporation with model rules ¹ | | \$385.00 |
| Incorporation with non-model rules ^{1 & 3} | | \$385.00 |
| Changes to members and committee members | | \$220.00 |
| Change of name ¹ | From | \$242.00 |
| Adoption of new Rules and Purposes ^{1&3} | From | \$242.00 |
| Register an incorporated association as an Australian registrable body ² | From | \$770.00 |
| Winding up ¹ | | \$330.00 |

1. CAV fees are additional.
2. ASIC fees are additional.
3. If Castle Legal is required to provide non-model rules, additional fees will apply.

Business Names

| | | |
|---|------|----------|
| Business name registration ¹ | | \$ 77.00 |
| Change of details | | \$ 77.00 |
| Renewal of business name registration ¹ | | \$ 66.00 |
| Transfer of ownership of business name ¹ | | \$ 99.00 |
| Cancellation of business name | | \$ 77.00 |
| Application for ASIC key | From | \$ 44.00 |

1. ASIC registration fees are additional and are \$37.00 for a one year registration and \$87.00 for a three year registration.

Unit Trust Secretarial Services

| | | |
|--|------|----------|
| Issue of units up to four allottees ^{1 & 2} | From | \$165.00 |
| Transfers of units up to four transfers ^{1 & 2} | From | \$165.00 |
| Redemption of units up to four unit holders ^{1 & 2} | From | \$165.00 |
| Division/consolidation of units up to four unit holders ^{1 & 2} | From | \$165.00 |

1. Additional fees apply for the provision of up-to-date registers.
2. For more than four issues, transfers, redemptions, divisions or consolidations, additional fees will apply.

Searches

| | | |
|---|--|----------|
| Company searches, personal name searches, roles and relationships between companies, business name searches and title searches. | | |
| Fee for first search in an order ¹ | | \$ 66.00 |
| Fee for each additional search in the same order ¹ | | \$ 11.00 |

1. Search disbursements are additional.

PRICE LIST

Prices effective from 1 July 2020



Foreign Company Services

| | | | |
|--|--|--|------------|
| Registration of foreign company with ASIC ¹ | | From | \$396.00 |
| Provision of a local agent in Australia | per annum ² | | \$297.00 |
| Provision of registered office in Australia | per annum ² | | \$297.00 |
| Provision of a resident director in Australia | includes documentation and set up | First year | \$4,950.00 |
| | | Thereafter | \$3,850.00 |
| Supply of public officer ² | includes documentation and set-up | First year | \$1,650.00 |
| | | Thereafter | \$1,100.00 |
| Preparation and lodgement of ASIC Form 405 or 406 annual return ¹ | | From | \$220.00 |
| Changes to company details | prepared and lodged by Castle ¹ | For the first change, from | \$ 88.00 |
| | | For each additional change in the same order | \$ 33.00 |
| Lodgement of documents with ASIC | if not prepared by Castle ¹ | For the first document | \$ 66.00 |
| | | For each additional change in the same order | \$ 33.00 |
| Notarisation of documents | | From | \$1,100.00 |
| Non-standard support | | Per hour | \$220.00 |

1. ASIC fees are additional.

2. Additional fees may be payable for mail forwarding.

Miscellaneous Services

| | | | |
|--|---|------|----------|
| Reprint of work | | From | \$ 55.00 |
| Preparation of ASIC Form 492 | | From | \$ 55.00 |
| ABN applications | for companies, trusts and associations ¹ | | \$220.00 |
| Handling an ABN application rejection ¹ | for companies, trusts and associations ¹ | | \$275.00 |
| Stamping of deed interstate ² | | | \$ 55.00 |
| Supply documents in PDF ³ | | From | \$ 44.00 |
| Lodgements | ASIC, SRO or CAV – Victoria or interstate | From | \$ 55.00 |

1. Due to the time it takes to complete the application/handle the rejection, these fees are non-refundable, even if your ABN application rejected.

2. A stamp duty handling fee of \$44.00 for NSW, \$88.00 for Northern Territory, and \$66.00 for deeds stamped in jurisdictions other than Victoria will apply in addition to the applicable interstate stamp duty fees if you wish Castle to stamp deeds.

3. PDFs are supplied without charge when requested with your order.

Stationery

If you are interested in purchasing stationery from us (for example, binders or dividers), please contact us on 03 9898 6666 or castle@castlecorp.com.au and we will be happy to give you a quote.

Payment options

| | | |
|--|------------------|---|
| Pay Now | Cheque | Please make cheque payable to Castle Corporate Pty Ltd |
| | Credit card | Please complete a credit card authorisation form and return to us |
| | Bank deposit/EFT | Account details are: BSB No: 083-543 Account No: 66-332-9114 |
| Pay in 14 days For approved clients only | | Please complete an enduring credit card authorisation form and return to us. We will keep this securely on file and automatically deduct payment 14 days after the invoice date. |
| Pay in 30 days For approved clients only | | Pay via cheque, credit card or bank deposit/EFT. See your invoice for details |

If you have any questions, please give us a call on 03 9898 6666 or [email us](mailto:castle@castlecorp.com.au)