

# web order



## NEW ENTITY SETUP FORM

for any advice contact [admin@bcaccountants.com.au](mailto:admin@bcaccountants.com.au)

Complete the below information, save it to your computer, and upload or send back to us with any queries or other details.

Your order will be processed same day, and usually delivered to you overnight if received by midday.

For urgent orders, an electronic copy may be available once processing has been completed.

| CONTACT DETAILS   |  |
|-------------------|--|
| Your Contact Name |  |
| Phone             |  |
| Email             |  |

Please submit your completed order via one of the following:

|           |  |
|-----------|--|
| UPLOAD AT | <a href="http://www.bcaccountants.com.au/setup">www.bcaccountants.com.au/setup</a> |
| FAX TO    | BCAA Fax: 1300 019 871   |
| EMAIL TO  | <a href="mailto:tax@bcaccountants.com.au">tax@bcaccountants.com.au</a>             |

| SELECT ENTITY TYPE   |   | QTY | COST  | AMOUNT |
|----------------------|---|-----|-------|--------|
| COMPANY              | Co.Name, Register & Docs, TFN & ABN & ATO registrations     |     | \$975 |        |
| SUPER FUND           | Trust Deeds, Register & Docs, TFN & ABN & ATO registrations |     | \$575 |        |
| UNIT or FAMILY TRUST | Trust Deeds, Register & Docs, TFN & ABN & ATO registrations |     | \$575 |        |
| LRBA BARE TRUST      | Trust Deeds, Register & Documentation                       |     | \$880 |        |
| PARTNERSHIP          | Partnership Agreement, TFN & ABN & ATO registrations        |     | \$330 |        |
| TRADING NAMES        | ASIC searches, registrations & ABN                          |     | \$220 |        |
| TOTAL                | Includes GST (a tax invoice/receipt will issue)             |     |       |        |

| ENTITY NAME & DETAILS <small>*For companies please pre-check the availability of your name with the ASIC Search page</small> |  |                   |  |
|--|--|-------------------|--|
| Preferred Name 1   |  | Preferred Name 2  |  |
| Registered Office  |  | Place of Business |  |
| Address  |  | Address           |  |

| TAX REGISTRATIONS <small>(included with above)</small> |  | tick |                       |
|--|--|------|-----------------------|
| TAX FILE NUMBER  | Required for all entities, except if only acting as trustee  |      | Commencement Date:    |
| ABN  | Required for all trading entities, but not investments       |      | Principal Activity:   |
| GST  | Required if turnover to exceed \$75,000, otherwise optional  |      | Trading Locations:    |
| PAYG WITHHOLDING                                       | Required if employing staff (inc yourself eg directors fees) |      | Employee & Wages est: |

| MEMBER DETAILS <small>*copy and attach additional sheet if more members required</small> |  | tick                |                       |
|--|--|---------------------|-----------------------|
| Full Name 1  |  | Director            | Date of Birth:        |
| Residential Address  |  | Trustee             | Place of Birth:       |
|  |  | Share/Unitholder    | No.of Shares/Units:   |
| Tax File Number  |  | Beneficiary/Partner | ABN if not individual |
| Full Name 2  |  | Director            | Date of Birth:        |
| Residential Address  |  | Trustee             | Place of Birth:       |
| Address  |  | Share/Unitholder    | No.of Shares/Units:   |
| Tax File Number  |  | Beneficiary/Partner | ABN if not individual |

| PAYMENT                                |  | Terms are strictly payment on order. Please forward a bank transfer receipt to avoid delay. |   |
|--|--|---|---|
| <input type="checkbox"/> Credit Card   | card number  | expiry  | visa <input type="checkbox"/> mastercard <input type="checkbox"/> |
| <input type="checkbox"/> Bank Transfer | Bank Transfer to: BSB 064804 ACCOUNT 1344 6452 REF (your name) |   |   |

| AUTHORITY & TERMS  |  | copyright BC Accountants Australia Pty Ltd 2001-2013                    |
|--|--|---|
| I confirm that I have received the consent of the above-named and am duly authorised to sign this order on their behalf. I understand that this order is irrevocable and I therefore remain liable for full establishment costs. I recognise that all legal documents are provided by Australian Company Incorporation Services Pty Ltd and that BC Accountants Australia Pty Ltd does not provide any warranty for their contents. The terms of this purchase are under the jurisdiction of Queensland. |  | <input type="checkbox"/> I Authorise & agree to the terms of this order |