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## **BUSINESS NAME - TRANSFER OF PROPRIETOR**

**Before a Business Name can have a transfer of ownership  
the following items are required:**

### **ASIC KEY**

This is the number that would have been provided to the original proprietor at the time of registration (after May 28<sup>th</sup> 2011) along with the Certificate of Registration.

If you do not have the ASIC key (i.e. it is lost or the Business Name was registered prior to May 28<sup>th</sup> 2011) you need to apply for one at [www.asic.gov.au](http://www.asic.gov.au)

PantherCorp can apply for a new ASIC key for you for a small additional fee.

**Please note** the ASIC key is sent to the current proprietor to the “notice of address” that was registered with ASIC at the time of registration.

### **INSTRUCTION SHEET & APPLICANT CONSENT**

The PantherCorp Transfer of Business Name Instruction Sheet needs to be completed detailing the current and new proprietor details.

**Please note** both the current and new proprietor **must** provide ABN details or the transfer will be rejected.

### **NOTICE OF INTENTION TO CANCEL A BUSINESS NAME & TRANSFER NUMBER**

A Notice of Intention to Cancel Business Name and a Transfer Number will be sent to the current proprietor to the “notice of address” that was registered with ASIC at the time of registration.

Once the Notice and Transfer Number is received it must be emailed or faxed to PantherCorp within 28 days in order for the transfer to occur.

**Please note** if the Notice and Transfer Number is not received by PantherCorp within the 28 days the transfer process must start again from scratch.