

Affix Barcode Here.

**Application to Cancel  
 Registration of a Business Name**  
 under the Business Names Act 2002.

**Form 5**

*Please read the information provided before completing this form  
 This form should be completed in black ink and BLOCK LETTERS.*

**No Fee Payable**

**1. Contact details of the person  
 lodging this application**

Name:
Address:
Postcode:
Daytime phone number:

**2. Registration  
 for cancellation**

Business Name:

Registration Number:

**3. Signature of Proprietor/s**

*All Proprietors must sign the application.  
 If more than four proprietors, please photocopy this page and complete.*

**1**

Signature	Date
<input type="text"/>	<input type="text"/>
Full Name of individual or corporation <input type="text"/>	
Full Name of person if signing on behalf of corporation <input type="text"/>	
Position Held <i>(Must be a Director or Secretary if signing on behalf of a corporation)</i> <input type="text"/>	

**2**

Signature	Date
<input type="text"/>	<input type="text"/>
Full Name of individual or corporation <input type="text"/>	
Full Name of person if signing on behalf of corporation <input type="text"/>	
Position Held <i>(Must be a Director or Secretary if signing on behalf of a corporation)</i> <input type="text"/>	

**3**

Signature	Date
<input type="text"/>	<input type="text"/>
Full Name of individual or corporation <input type="text"/>	
Full Name of person if signing on behalf of corporation <input type="text"/>	
Position Held <i>(Must be a Director or Secretary if signing on behalf of a corporation)</i> <input type="text"/>	

**4**

Signature	Date
<input type="text"/>	<input type="text"/>
Full Name of individual or corporation <input type="text"/>	
Full Name of person if signing on behalf of corporation <input type="text"/>	
Position Held <i>(Must be a Director or Secretary if signing on behalf of a corporation)</i> <input type="text"/>	

**OFFICE USE ONLY**

Lodged at:  
 Processed by:  
 Registration No:



## Information for Applicant

**Please read this information before completing the form  
The form should be completed in black ink and BLOCK LETTERS.**

### Who must sign the application

**All proprietors should sign this application.**

#### ▪ Inability to sign this form

If any of the proprietors who are individuals are unable to sign this form, a Statutory Declaration is to be completed by one of the proprietors who has signed this form detailing the reasons the signature(s) cannot be obtained.

The completed Statutory Declaration must be attached to this form. Fair Trading may at its discretion accept the form for registration depending on the circumstances and reasons given in the Statutory Declaration.

A Statutory Declaration cannot be completed on behalf of a Corporation.

#### ▪ If any of the proprietors are deceased

The form must be signed by the executor of the estate of that proprietor with the word 'Executor' under the signature, or a copy of the death certificate or a statutory declaration by the existing proprietor is to be attached to the form.

#### ▪ Power of Attorney

If the document is signed by a person holding power of attorney for the proprietor of the business name, the form will be accepted provided the original Power of Attorney is sighted or details of the registered Power of Attorney are provided (i.e. Book No. and date of execution).

### What if Fair Trading refuses my application

If you require confirmation of cancellation of the registration of the business name please advise when lodging this document.

### What if Fair Trading refuses my application

If you are dissatisfied with the decision made on your application, in the first instance, you may apply in writing to Fair Trading to have the decision reviewed.

If you are dissatisfied with the outcome of the review you may then lodge an appeal against the decision with the Administrative Decisions Tribunal.

### Contacting the Office of Fair Trading

**Telephone:** For all enquiries regarding business names please telephone 13 32 20

**In person:** You can enquire about business names and make application at any Fair Trading Centre.

For the address of your nearest Fair Trading Centre please telephone 13 32 20

**By Mail:** You can mail your application to the Office of Fair Trading, PO Box 972, Parramatta NSW 2124

**Website:** You can visit the Fair Trading website on [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au)

### Language assistance

**Telephone:** 13 14 50  
Ask for an interpreter in your language

**TTY:** 9338 4943  
Telephone service for the hearing impaired.