

## **Extra fee applies unless ordered online**

Unless documents are ordered online at <https://online.dbalawyers.com.au/login>, an extra fee applies per suite of documents (See <https://www.dbalawyers.com.au/dba-price-list/>).

For a tutorial video see <https://www.dbalawyers.com.au/online-ordering>

When ordering online you receive a quicker turn around and many other benefits, with no compromise on quality.

Order online to receive priority service at <https://online.dbalawyers.com.au/login>

<b>CHANGE OF TRUSTEE OF AN SMSF</b>		<i>Please complete all details in block letters</i>
Firm ordering (if applicable):		
Person ordering:		
Street address:		
Postal address (if different):		
Phone:	Email:	
Tick here <input type="checkbox"/> if we are to invoice the fund's trustee (otherwise, our invoice will be made out to the person ordering)		
Documents will be delivered by email as PDF files	Tick here <input type="checkbox"/> for hardcopy delivery (fee applies)	

<b>NAME OF FUND</b>
Name of SMSF:
Please provide a copy of the current deed which is dated (dd/mm/yyyy):
Was this SMSF established, varied or updated by DBA previously? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please provide deed reference (eg, 1234:176026) (located on front of deed or cover letter): _____ : _____
Unless you specifically instruct us, or we are preparing an SMSF deed update for this SMSF with a full SMSF deed history review (refer to link for SMSF deed history review <a href="https://www.dbalawyers.com.au/smsf-deed-history-review/">https://www.dbalawyers.com.au/smsf-deed-history-review/</a> ) we will only review the SMSF's most recent governing rules.

<b>CURRENT TRUSTEE DETAILS</b>			
<b>COMPANY TRUSTEE</b>			
Company name:			
ACN:			
Registered office:			
Full names of all directors			
T1		T2	
T3		T4	
<b>OR, INDIVIDUAL TRUSTEES</b>			
T1	Full name:		
	Street address:		
T2	Full name:		
	Street address:		
T3	Full name:		
	Street address:		

T4	Full name:
	Street address:

**PROPOSED TRUSTEE DETAILS**

<b>COMPANY TRUSTEE</b>	If company ordered from DBA, tick here <input type="checkbox"/> (a company form should also be completed)		
Company name:			
ACN:			
Registered office:			
Full names of all directors			
1.	<input type="checkbox"/>	T1?	2. <input type="checkbox"/> T2?
3.	<input type="checkbox"/>	T3?	4. <input type="checkbox"/> T4?

**OR, INDIVIDUAL TRUSTEES**

1.	Full name: <input type="checkbox"/>	T1?
	Street address:	
2.	Full name: <input type="checkbox"/>	T2?
	Street address:	
3.	Full name: <input type="checkbox"/>	T3?
	Street address:	
4.	Full name: <input type="checkbox"/>	T4?
	Street address:	

**MEMBERS**

1.	Full name: <input type="checkbox"/>	T1?
	Street address:	
2.	Full name: <input type="checkbox"/>	T2?
	Street address:	
3.	Full name: <input type="checkbox"/>	T3?
	Street address:	
4.	Full name: <input type="checkbox"/>	T4?
	Street address:	

<b>SPECIAL INSTRUCTIONS</b>
Note that DBA is not licensed to provide financial product advice under the <i>Corporations Act 2001</i> (Cth).