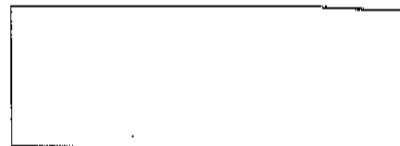


**Australian Securities &  
Investments Commission****Form 484**  
Corporations Act 2001

# Change to company details

Sections A, B or C may be lodged independently with this signed cover page to notify ASIC of:

A1 Change of address  
A2 Change of name - officeholders or members  
A3 Change - ultimate holding companyD1 Cease company officeholder  
B2 Appoint company officeholder  
B3 Special purpose companyC1 Cancellation of shares  
C2 Issue of shares  
C3 Change to share structure  
C4 Changes in the register of members

If there is insufficient space in any section of the form, you may photocopy the relevant page(s) and submit as part of this lodgement

**Company details**

Company name

GOODWOOD/HIGHGATE COMMUNITY FINANCIAL SERVICES LIMITEDRefer to guide for information about  
corporate key

ACN/ABN

112 676 294

Corporate key

86284406**Lodgement details**

Who should ASIC contact if there is a query about this form?

Name

PAM DALE

ASIC registered agent number (if applicable)

Telephone number

08 92727148

Postal address

PO Box 554, Goodwood SA 5034

Total number of pages including this cover sheet

1

Please provide an estimate of the time taken to complete this form.

1 hrs0 mins**Signature**

This form must be signed by a current officeholder of the company.

I certify that the information in this cover sheet and the attached sections of this form are true and complete.

Name

PAMELA DALE

Capacity

☐ Director☒ Company secretary

Signature

Date signed

1	2	1	2	0	6
[D]	[D]	[M]	[M]	[Y]	[Y]

**Lodgement**Send completed and signed forms to:  
Australian Securities and Investments Commission,  
PO Box 4000, Gippsland Mail Centre VIC 3841.Or lodge the form electronically by visiting the ASIC website  
[www.asic.gov.au](http://www.asic.gov.au)**For help or more information**Telephone 03 5177 3988  
Email [info.enquiries@asic.gov.au](mailto:info.enquiries@asic.gov.au)  
Web [www.asic.gov.au](http://www.asic.gov.au)

**B1 Cease company officeholder**

Use this section to notify if a company officeholder has ceased to be a company officeholder. You need to notify details separately for each ceased officeholder.

**Role of ceased officeholder**

Select one or more boxes

☒

Director

☐

Secretary

☐

Alternate director — Person alternate for

**Date officeholder ceased**

Date of change

1	1	1	2	0	6
[D]	[D]	[M]	[M]	[Y]	[Y]

**Name**

The name of the ceased officeholder is

Family name

Given names

Date of birth

2	6	1	2	3	9
[D]	[D]	[M]	[M]	[Y]	[Y]

Place of birth (town/city)

(state/country)

**B1 Continued... Cease another company officeholder**

Use this section to notify if a company officeholder has ceased to be a company officeholder. You need to notify details separately for each ceased officeholder.

**Role of ceased officeholder**

Select one or more boxes

☒

Director

☐

Secretary

☐

Alternate director — Person alternate for

**Date officeholder ceased**

Date of change

1	1	1	2	0	6
[D]	[D]	[M]	[M]	[Y]	[Y]

**Name**

The name of the ceased officeholder is

Family name

Given names

Date of birth

0	9	0	3	5	2
[D]	[D]	[M]	[M]	[Y]	[Y]

Place of birth (town/city)

(state/country)

**B1 Cease company officeholder**

Use this section to notify if a company officeholder has ceased to be a company officeholder. You need to notify details separately for each ceased officeholder.

Role of ceased officeholder  
Select one or more boxes

- ☒ Director  
☐ Secretary  
☐ Alternate director — Person alternate for

Date officeholder ceased

Date of change  
1 1 / 1 2 / 0 6  
[D] [D] [M] [M] [Y] [Y]

Name

The name of the ceased officeholder is

Family name

TEURAN

Given names

KATHLENE MARY

Date of birth

2 7 / 0 5 / 4 5  
[D] [D] [M] [M] [Y] [Y]

Place of birth (town/city)

Melbourne

(state/country)

Victoria

**B1 Continued... Cease another company officeholder**

Use this section to notify if a company officeholder has ceased to be a company officeholder. You need to notify details separately for each ceased officeholder.

Role of ceased officeholder  
Select one or more boxes

- ☒ Director  
☐ Secretary  
☐ Alternate director — Person alternate for

Date officeholder ceased

Date of change  
1 1 / 1 2 / 0 6  
[D] [D] [M] [M] [Y] [Y]

Name

The name of the ceased officeholder is

Family name

PANAGARIS

Given names

JENNY

Date of birth

0 6 / 1 0 / 5 5  
[D] [D] [M] [M] [Y] [Y]

Place of birth (town/city)

ROSE PARK

(state/country)

ADLAIDE

# Guide:

## Change to company details

This guide does not form part of the prescribed form. It is included by ASIC to assist you in completing and lodging the Form 484.

Use the Form 484 to notify ASIC of:

A1 Change of address  
A2 Change of name - officeholders  
or members  
A3 Change - ultimate holding company

B1 Cease company officeholder  
B2 Appoint company officeholder  
B3 Special purpose company

C1 Cancellation of shares  
C2 Issue of shares  
C3 Change to share structure  
C4 Changes to the register of members

### Lodgement period

Lodgement required:

- within 28 days after the date of change; and
- within 28 days after the date of issue of your annual company statement.

There are some exceptions for the member's details for proprietary companies. Refer to **Shares details** in this guide.

### Late fees

Late fees will apply if:

- you notify a change to company details outside the period required by the Corporations Act; and/or
- you do not bring your company details up to date within 28 days after the date of issue of the annual company statement.

The late fees are:

- \$65 for up to one month late
- \$270 for over one month late.

A form is not considered lodged until it is received and accepted by ASIC as being in compliance with s12/4(8) of the Corporations Act 2001. A receipt will not be issued unless requested.

See [www.asic.gov.au/latefees](http://www.asic.gov.au/latefees) for more information.

### Corporate key

The corporate key is an eight-digit number uniquely associated with a company's ACN. You will find your corporate key on the front page of your annual statement. Use your corporate key to register to check and change company details online - see [www.asic.gov.au/easylodge](http://www.asic.gov.au/easylodge).

If you are not lodging changes online, you must include your corporate key on the cover sheet or ASIC will reject this form and return it to you.

Please visit our website at [www.asic.gov.au/corporatekey](http://www.asic.gov.au/corporatekey) for further assistance.

### Signature

The cover sheet for this form must be signed by a current company officeholder. A resigning officer's signature is not acceptable.

### Lodgement details

To estimate the time taken to complete the form (on the cover page), please include:

- the time actually spent reading the instructions, working on the question and obtaining the information
- the time spent by all employees in collecting and providing this information.

### Dates of change

Ensure you complete the date of change where required, as well as provide the date the form was signed.

**You can only notify a future date of change for registered office addresses and an expiry date (if any) for an alternate director.**

### Alternate directors

See [www.asic.gov.au/alternatedirectors](http://www.asic.gov.au/alternatedirectors) for more information

**Address details**

(Sections A1, B2 &amp; C4)

**Registered office and principal place of business:**

- Provide the full address including the building name, floor and office number (if applicable), street number, name and type, locality and postcode.
- Ensure a tick is placed in the appropriate box to indicate if the company occupies the registered office premises.
- Ensure a tick is placed in the appropriate box to indicate if the occupier of the premises has consented, in writing, to the use of the specified address.

**Officeholder and member residential address:**

- Provide the full address including the street number, name and type, suburb, city, state or territory, postcode and country of residence if not in Australia.

A registered office address, principal place of business address or officeholder residential address must be a physical or street address, a post office box is not acceptable. The street address must include a street number, ie 'Corner of Smith St and Jones Rd' is not acceptable.

A post office box address may only be used for a member's address.

Ensure a tick is placed in the appropriate box to indicate the address to which the change applies.

**Shares details**

(Section C1, C2, C3 &amp; C4)

All companies must notify ASIC if they cancel or issue shares by completing sections C1 or C2. Notifications must be received within 28 days of the change occurring.

**Proprietary companies must also notify ASIC of any changes to:**

- the company's share structure by completing section C3
- details of their top 20 members by completing section C4.

**Public companies** must complete sections C3 and C4 after they have received their annual company statement, if changes have occurred. Notification must be received within 28 days of the date of issue of the company statement.

**Special cases (for proprietary companies) and their lodging periods**

- Court-ordered corrections of the register must be notified to ASIC as specified by the court order or within one month of the court order.
- Reductions in share capital must be notified to ASIC within 14 days after the passing of the resolution to reduce share capital.

**Companies limited by guarantee, or companies limited by shares and guarantee who have not issued any shares**

These companies are not required to provide any details about share structure or members ie. do not complete sections C3 or C4.

Transferring Financial Institutions are not required to provide details of member shares that meet the requirements of Reg. 12.8.03; they should complete section C3 but not section C4.

**How to provide additional information****Photocopied Form 484 pages**

If there is insufficient space in any section of the form, you may photocopy the relevant page(s) and submit as part of this lodgement.

**Annexures**

If there is insufficient space in any section of the form, you may alternately submit annexures as part of this lodgement.

To make any annexure conform to the regulations, you must

1. use A4 size paper of white or light pastel colour with a margin of at least 10mm on all sides
2. show the company name and ACN or ARBN
3. number the pages consecutively
4. print or type in BLOCK letters in dark blue or black ink so that the document is clearly legible when photocopied
5. mark the annexure with an identifying letter or symbol eg a.b.c or 1.2.3 etc.
6. endorse the annexure with the words:  
This annexure (mark) of (number) pages referred to in form (form number and title)
7. sign and date the annexure. The annexure must be signed by the same person(s) who signed the form.

**Lodgement**

Send completed and signed forms to:  
Australian Securities and Investments Commission,  
PO Box 4000, Gippsland Mail Centre VIC 3841.

Or lodge the form electronically by visiting the ASIC website  
[www.asic.gov.au/easylodge](http://www.asic.gov.au/easylodge)

**For help or more information**

Telephone 03 5177 3988  
Email [info.enquiries@asic.gov.au](mailto:info.enquiries@asic.gov.au)  
Web [www.asic.gov.au](http://www.asic.gov.au)