



# Notification of final meeting convened by liquidator

## Company details

Company name

ACN/ABN

## Lodgement details

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

Firm/organisation

Contact name/position description

ASIC registered agent number (if applicable)

Telephone number

Postal address or DX address

## Details of meeting

### Purpose of meeting

To present an account:

- showing how the winding up of the company had been conducted,
- showing how the property of the company had been disposed of, and
- giving any necessary explanations.

### Type of meeting

Tick one box

General meeting

Meeting of members and creditors

Date of meeting

  /   /  

[D] [D] / [M] [M] / [Y] [Y]

### Action

Tick one box

The meeting was held

The meeting was convened but no quorum was present

## Annexures

A copy of the account presented at the meeting, prepared in accordance with subsection 509(1), is enclosed in the annexure:

marked  of  pages

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**Signature**

This form must be signed by the liquidator.

Name

Signature

Date signed

  /   /    
[D] [D] [M] [M] [Y] [Y]

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**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 more information**

Web [www.asic.gov.au](http://www.asic.gov.au)  
Need help? [www.asic.gov.au/question](http://www.asic.gov.au/question)  
Telephone 1300 300 630

# Guide: Notification of final meeting convened by liquidator

This guide does not form part of the form. It is included by ASIC to assist you in completing and lodging the Form 523.

<b>Signature</b>	This form must be signed by the liquidator.	
<b>Lodgement period</b>	Within 7 days after the meeting is held.	
<b>Lodgement fee</b>	Nil.  Late fees will apply if you notify a change outside of the lodgement period.  For information on fees refer to <a href="http://www.asic.gov.au/forms">www.asic.gov.au/forms</a> .  A form is not considered lodged until it is received and accepted by ASIC as being in compliance with s1274(8) of the Corporations Act 2001. A receipt will not be issued unless requested.	
<b>Additional information</b>	In accordance with s509(5) of the Corporations Act 2001, the company will be deregistered on the date which is three months after the Form 523 has been lodged.  Following lodgement of a Form 523, if a liquidator or other interested party wishes to cancel or vary the date of deregistration, application must be made to the Court.	
<b>Copy of account annexure</b>	To make any annexure conform to the regulations, you must <ol style="list-style-type: none"><li>1. use A4 size paper of white or light pastel colour with a margin of at least 10mm on all sides</li><li>2. show the company name and ACN</li><li>3. number the pages consecutively</li><li>4. print or type in BLOCK letters in dark blue or black ink so that the document is clearly legible when photocopied</li><li>5. mark the annexure with an identifying letter or symbol eg a,b,c or 1,2,3 etc.</li><li>6. endorse the annexure with the words: This annexure (mark) of (number) pages referred to in form (form number and title)</li><li>7. sign and date the annexure. The annexure must be signed by the same person(s) who signed the form.</li></ol>	
<b>Privacy</b>	The information provided to ASIC in this form may include personal information. Please refer to our privacy policy ( <a href="http://www.asic.gov.au/privacy">www.asic.gov.au/privacy</a> ) for information about how we handle your personal information, your rights to seek access to and correct personal information, and to complain about breaches of your privacy.	
<b>Lodgement</b>	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 <a href="http://www.asic.gov.au">www.asic.gov.au</a>	<b>For more information</b> Web <a href="http://www.asic.gov.au">www.asic.gov.au</a> Need help? <a href="http://www.asic.gov.au/question">www.asic.gov.au/question</a> Telephone 1300 300 630