



Notice of meeting

If there is insufficient space in any section of the form, provide details in an annexure – refer to Guide for annexure requirements

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

Company details

Company name

ACN/ARBN/ABN

1 Type of meeting

- (a) creditors in a winding up
- (b) members in a winding up
- (c) contributors in a winding up
- (d) joint meeting of creditors and members in a winding up
- (e) holders of debentures (s1054(6))
- (f) creditors of company under administration apart from section 436E
- (g) creditors of a company under a deed of company arrangement
- (h) eligible employee creditors (s444DA(3))
- (i) eligible unsecured creditors (s574(1))
- (j) consolidated meetings for pooled purposes (s579L(1))

Guide: Notice of meeting

This guide does not form part of the prescribed form. It is included by ASIC to assist you in completing and lodging the Form 529.

Signature	This form must be signed by a director, a secretary, a liquidator or an administrator of the company, or a director, a secretary, a liquidator, an administrator or a local agent of a foreign company.
Lodgement fee	Nil.
Lodgement period	<p>In relation to a creditors' voluntary winding-up under s497(2)(c), a copy of this notice must be lodged not less than 7 days before the day fixed for the holding of the meeting.</p> <p>The late fees are:</p> <ul style="list-style-type: none">• \$67 for up to one month late• \$278 for over one month late. <p>A form is not considered lodged until it is received and accepted by ASIC as complying with s1274(8) of the <i>Corporations Act 2001</i>. A receipt will not be issued unless requested.</p>
How to provide additional information	<p>Annexures</p> <p>If there is insufficient space in any section of the form, you may alternately submit annexures as part of this lodgement.</p> <p>To make any annexure conform to the regulations, you must</p> <ol style="list-style-type: none">1. use A4 size paper of white or light pastel colour with a margin of at least 10mm on all sides2. show the company name and ACN or ARBN3. number the pages consecutively4. print or type in BLOCK letters in dark blue or black ink so that the document is clearly legible when photocopied5. 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: <i>This annexure (mark) of (number) pages referred to in form (form number and title)</i>7. sign and date the annexure <p>The annexure must be signed by the same person(s) who signed the form.</p>
Lodgement	<p>Send completed and signed forms to: Australian Securities and Investments Commission, PO Box 4000, Gippsland Mail Centre VIC 3841.</p> <p>Or lodge the form online at www.asic.gov.au</p> <p>For more information</p> <p>Web www.asic.gov.au Need help? www.asic.gov.au/question Telephone 1300 300 630</p>