

CORPORATE SECRETARIAL SERVICES

Timely. Precise. Complete.

Compliance with the myriad requirements of regulators, such as the Australian Securities and Investments Commission, is an onerous yet essential activity for all owners/directors.



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Typically the business owner is focused on the operational aspects of the business to the point where compliance with the myriad requirements of the Corporations Act is relegated to a last minute activity, or sometimes even inadvertently overlooked.

However, attending to company or trust formation requirements, registrations, understanding and complying with such issues as solvency declarations, annual statement reviews, and the requirements of the Australian Securities and Investments Commission are essential activities for all owners/directors.

This is even more so in the light of recent legislative changes whereby the responsibilities of directors have been significantly increased.

Our Corporate Secretarial Services Cover:

- Company/Trust formations
- Annual Statement review and lodgement
- Conduct of Corporate Health Checks
- Lodging documents to advise of changes to company records such as:
 - Name
 - Shareholders
 - Officeholders
 - Registered office
 - Business address
 - Member details
 - Allotment and share transfers
 - De-registration
- Business name registration and searches
- Title searches

McLean Delmo Hall Chadwick provide corporate secretarial services to help clients implement and maintain their corporate records on a timely basis and in accordance with legislative requirements.

For further information on this service offering please contact

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