



**Shareholders Agreement (Short Form) Instructions**

**THE COMPANY**

Name: .....  
A.C.N. (if applicable) .....  
Directors Names (if applicable): .....  
as Trustee for (if applicable): .....  
Address: .....

**COMPANY'S BUSINESS, TURNOVER/ANTICIPATED TURNOVER**

The business of the Company is.....  
The annual turnover/anticipated turnover of the business is \$ .....

**SHAREHOLDERS**

Shareholders	Shareholders Address	Number of Ordinary fully paid shares	Issue Price per Share	Other shares (if relevant)	Amounts (if any) loaned by Shareholders to the Company on commencement	Nominated Director

**NUMBER OF DIRECTORS REQUIRED TO CONSTITUTE A QUORUM FOR BOARD MEETINGS**

Default provision is one director appointed by each shareholder that is entitled to appoint a Director: Yes / No (please circle)

**DISCOUNT RATE ON SALE PRICE OF SHARES OF DEFAULTING SHAREHOLDER**

Default is 10% or specify percentage: .....%.

**TYPE OF RESOLUTION REQUIRED TO PASS RESOLUTIONS ON MOST IMPORTANT SPECIFIED MATTERS**

Special Resolution (75%) / Unanimous Resolution (please circle)

**FINANCIAL RISK CAP (threshold beyond which Board needs further approval to make a decision on important business matters)**

Default is \$10,000 (or such other higher amount as the Board may set by passing the type of resolution specified in Item 8 of Schedule 1). Specify if other amount preferred: \$ .....

**ALSO AVAILABLE FOR YOUR CONVENIENCE / ADDITIONAL REQUIREMENTS**

Please indicate any further requirements that you would like to discuss with Trainor Legal. Further fees may apply depending on your requirements and Trainor Legal will contact you to discuss.

Yes  No

Details: .....  
.....  
.....

**APPLICANT DETAILS**

Firm Name:..... Contact Person: .....  
Address:.....  
Telephone: ..... Facsimile:.....  
Email Address: ..... Deadline:.....

**Payment Details: (inc GST)**

\$550.00 (not including any further requirements)  
 Direct Deposit (BSB: 124-001 Account Number: 0104 8552) or Charge our Credit Card :  Visa  Mastercard  
Card Number: ..... Expiry Date: .....  
Name of Cardholder: ..... Signature:.....