

WINDING UP CHECKLIST

Date of Checklist: _____

_____ S E C I _____

IN THE MATTER OF: _____ A.C.N _____

Plaintiff's name: _____ A.C.N _____

1. **OP filed:** _____ **Expiry Date s 459R** _____

Copy dem: Copy aff:

Date of demand: _____ Amount of debt: \$ _____

Judgment debt: Yes No Court: _____ Remarks: _____

2. Aff. in support sworn: _____ Search record dated: _____

Within 7 days prior filing of OP: ASIC search made no earlier than 7 days prior filing of OP:

Registered office: _____

OPC/1 Dir/2 Dirs: _____ Prev. app. for w/u: _____

Interstate Reg. office: Yes No **Princ. place of business:** VIC / NSW / QLD / SA / WA / ACT / NT / TAS

Remarks: _____

3. Aff. serv. demand: **Date & time served:** _____ Method: _____

(A) Demand address: Registered Office Other Remarks: _____

(B) Address served: Registered Office Other Remarks: _____

4. Nom. of liquidator dated: _____ Liq Consent dated: _____

Name(s) of liq.: _____ (\$)

Remarks: _____

5. OP & aff. served: Address served: Registered Office Other Method: _____

SEPA notice (Form 1) served: Yes No N/A Within 14 days of filing OP:

Date & time served: _____ (5 days prior to hearing) Remarks: _____

6. Aff. of lodgement ASIC lodged: _____ Time: _____

Within time (next business day after filing of OP): Remarks: _____

7. Affidavit placed on ASIC website: Yes No Date of advertisement: _____

At least 7 days prior to date of hearing: Remarks: _____