



Notification of a change to corporation address and/or contact details

Name of corporation

Indigenous Corporation Number (ICN)

Corporation's new address details (if applicable) **Date the new address changes will take effect**

New main place of business

QSNTS	
Level 10 307 Queen Street	
BRISBANE QLD	Postcode 4001

New registered office address/document access address (ROA/DAA)

QSNTS	
Level 10 307 Queen Street	
BRISBANE QLD	Postcode 4001

New postal address

PO Box 747	
TOOWOOMBA QLD	Postcode 4350

Corporation's new telephone, fax or email details (if applicable) **New telephone**

New fax

New email address

Preferred method of communication (e.g. email, phone, fax, post)

Declaration

I declare the information provided on this form is correct.

Full name	Date
<input type="text" value="Kathleen Wincen"/>	<input type="text" value="10 March 2020"/>

The **main place of business** is where the corporation carries out most of its activities.

Registered office address/document access address (ROA/DAA)

Large corporations must have a registered office to make sure members and others can get hold of important documents such as the corporation's rules and to make sure that people who need to can contact the corporation.

Small and medium corporations must have a document access address (DAA) which is a place where people can inspect important documents. This can be a person's home and people wanting to inspect documents have to give seven days written notice.