Changing ultimate withholding company

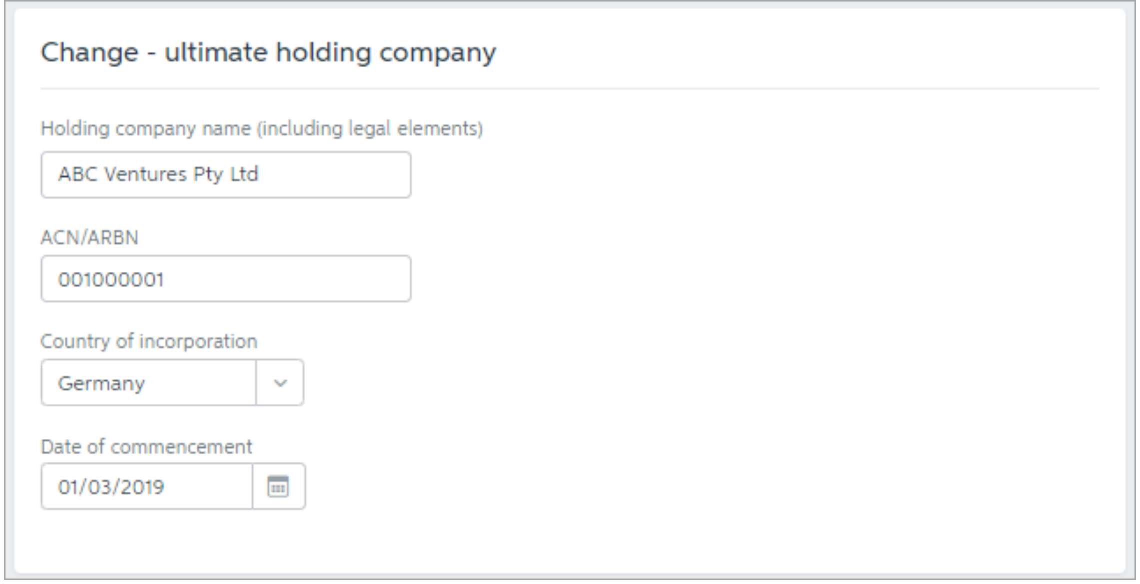
When a company changes its ultimate withholding company, you'll need to notify ASIC of this change.

You can do this by lodging a **Form 484 - Changes to company details**.

> You can make multiple changes to a company's details in a single transaction. For example, you can change the ultimate withholding company, appoint a new director and transfer shares in a single 484 Form.

To change a company's special purpose

1. Open the form.
2. In the **Notification of company changes - Form 484** page, select **Change - ultimate holding company**. The **Change ultimate holding company** options appear.
3. Enter the name of the holding company in the **Holding company name** field. Make sure you include the legal elements of the company – for example, ABC Ventures Pty Ltd.
4. Enter the holding company's Australian Company Number (ACN) or Australian Registered Body Number (ARBN) in the **ACN/ARBN** field.
5. In the **Country of incorporation** field, click the drop-down arrow and select the country the holding company is incorporated or legally registered in.



6. In the **Date of commencement** field, enter the date or, to select a date, click the calendar icon.

> You can click **Preview Form 484** to check the form before you finish preparing it.

7. Click **Continue and prepare forms**.
8. Complete the details.

> You can select multiple signatories.
>
> To edit the required signatories of a form, go to the Client lodgements page.

9. Click **Create forms**.

10. Click the ellipsis button for the form you created and choose **Send for signing via portal**. The Create task page appears.

> If you regularly send **Form 484** with the same text, you can save time by using one of your practice's task templates to automatically fill in the **Title** and **Description** fields. Just click **Apply a template** (Apply a template).

11. Complete the details on the page.

> When you select the client, you can see the documents that will be sent as part of the change you've made. Use the **Signature required** option to indicate if any documents need signing.

12. Click **Create task** for the selected client.