



IMPORTANT — Please read the information on pages 1 and 2 before you start to fill in this form

About this form

This form should be used by an Aboriginal and Torres Strait Islander corporation to notify the Office of the Registrar of Indigenous Corporations (ORIC) of an auditor appointment or resignation. This is a requirement under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (CATSI Act).

Further provisions relating to the appointment and resignation of auditors are set out under Division 4 of the *Corporations (Aboriginal and Torres Strait Islander) Regulations 2017* (CATSI Regulations).

Note: This notice must be lodged with ORIC within 14 days of an appointment or resignation.

Lodge this form

→ online

You can complete this form online at <https://online.oric.gov.au>.

For assistance using the online form please email onlinehelp@oric.gov.au or call 1800 622 431.

→ paper

You can return this paper form by email, fax or post. To email the documents, you will need to scan them first.

Email info@oric.gov.au

Fax **02 6133 8080**

Post **Office of the Registrar of Indigenous Corporations
PO Box 29
Woden ACT 2606**

What happens when you return your form?

Your form will be checked to make sure it is filled in properly and the requirements of the CATSI Act are met. If it is not complete, or extra information is required, ORIC will write to the contact person named at Part D of the form. You will need to provide the information before the form can be registered.

ORIC will then:

- update its records, and
- update the public Register of Aboriginal and Torres Strait Islander Corporations.

Privacy

Collection of information on this form is authorised by the CATSI Act. The Registrar of Indigenous Corporations is required by law to keep a Register of Aboriginal and Torres Strait Islander Corporations. Information on this form may be made public on the Registrar's website at oric.gov.au.



Further information—if you need help completing this form or you need more information:

- call **1800 622 431**
- email info@oric.gov.au
- visit oric.gov.au

The information on this page will help you fill in the form. Please read it carefully.

Part A

Under sections 339-60 and 339-65 of the CATSI Act and sections 24 and 28 of the CATSI Regulations, an auditor must be one of these:

- an individual auditor who is a registered company auditor
- an audit firm that has at least one member who is a registered company auditor who ordinarily resides in Australia
- an authorised audit company
- a chartered accountant or an affiliate of Chartered Accountants Australia and New Zealand
- a certified practising accountant or a fellow of CPA Australia
- a member or fellow of the Institute of Public Accountants.

The CATSI Act contains penalty provisions for failing to comply with these requirements.

Consent—The corporation must have written consent from each auditor or audit firm saying they agree to act as an auditor. The corporation must keep the consent.

Part B

Resignation—An auditor of an Aboriginal and Torres Strait Islander corporation may resign by giving notice in writing to the corporation. The resignation takes effect on the day specified in the notice of resignation or if no day is specified, the day the notice is received by the corporation. (CATSI Regulations, section 36)



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1 Corporation's name	<input type="text"/> <input type="text"/>
2 Indigenous Corporation Number (ICN)	<input type="text"/>

Part A: Appointment of auditor/s

(Notice of the appointment of an auditor under the CATSI Regulations, section 35)

Only complete this part if there is a **new auditor**.

3 Details of new auditor/s

If an individual:	First name	<input type="text"/>	Last name	<input type="text"/>
	Auditor registration number	<input type="text"/>		
OR if a firm:	Business name	<input type="text"/>		
	Business name registration number	<input type="text"/>		
	Office address (if applicable C/-)	<input type="text"/>		
		<input type="text"/>		
		<input type="text"/>		
		Postcode		
	Date of appointment	<input type="text"/>		

Details of another auditor (if required)

If an individual:	First name	<input type="text"/>	Last name	<input type="text"/>
	Auditor registration number	<input type="text"/>		
OR if a firm:	Business name	<input type="text"/>		
	Business name registration number	<input type="text"/>		
	Office address (if applicable C/-)	<input type="text"/>		
		<input type="text"/>		
		<input type="text"/>		
		Postcode		
	Date of appointment	<input type="text"/>		

Part B: Resignation of auditor/s

Only complete this part if the auditor or audit firm has **stopped being an auditor**.

4 Details of resigning auditor/s

If an individual: First name Last name
Auditor registration number

OR if a firm: Business name
Business name registration number
Office address (if applicable C/-)

Postcode

Date the auditor gave notice of resignation / / (Resignation date, or if none then date notice was received)

If an individual: First name Last name
Auditor registration number

OR if a firm: Business name
Business name registration number
Office address (if applicable C/-)

Postcode

Date the auditor gave notice of resignation / / (Resignation date, or if none then date notice was received)

Part C: Declaration

5 Declaration

Note: For small/medium corporations, this declaration must be completed by a director of the corporation.

For large corporations, this declaration must be completed by a director or secretary of the corporation.

I declare that the information provided on this form is correct.

Director's/
secretary's
signature

Date

 / /

Full name

Note: It is an offence under s. 561-1 of the CATSI Act to provide false or misleading information. This offence can result in a penalty of 200 penalty units, five years imprisonment, or both.

Part D: Contact for enquiries

6 Please provide details of the person ORIC should contact if there are any questions about this form

Mr Mrs Miss Ms Other

First name

Last name

Postal address

Postcode

Telephone during business hours ()

Fax ()

Mobile

Email address

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