

# Application for appointment of scheme auditor by member of a registered scheme

If there is insufficient space in any section of the form, you may photocopy the relevant page(s) and submit as part of this lodgement

## Scheme details

Registered scheme name

ARSN

Responsible entity name

ACN/ABN

## Lodgement details

Who should ASIC contact if there is a query about this form?

Name

ASIC registered agent number (if applicable)

Telephone number

Postal address

Please provide an estimate of the time taken to complete this form.

hrs  mins

## 1. Auditor details

Auditor registration number *(for individual auditor or authorised audit company)*

Family name

Given name

or

Authorised audit company name

ACN/ABN

or

Firm name (if applicable)

# 1. Continued... Further auditor details

Office, unit, level	
<input type="text"/>	
Street number and Street name	
<input type="text"/>	
Suburb/City	State/Territory
<input type="text"/>	<input type="text"/>
Postcode	Country (if not Australia)
<input type="text"/>	<input type="text"/>
Date of appointment	
<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	
[D] [D] [M] [M] [Y] [Y]	

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Auditor registration number <i>(for individual auditor or authorised audit company)</i>	
<input type="text"/>	
Family name	Given name
<input type="text"/>	<input type="text"/>
or	
Authorised audit company name	
<input type="text"/>	
ACN/ABN	
<input type="text"/>	
or	
Firm name (if applicable)	
<input type="text"/>	
Office, unit, level	
<input type="text"/>	
Suburb/City	State/Territory
<input type="text"/>	<input type="text"/>
Postcode	Country (if not Australia)
<input type="text"/>	<input type="text"/>
Date of appointment	
<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	
[D] [D] [M] [M] [Y] [Y]	

## Signature

This form must be signed by a member of the registered scheme.

I certify that the information in this form is true and complete.

Name

Signature

Date signed

  /   /  

[D] [D] [M] [M] [Y] [Y]

## Lodgement

Send completed and signed forms to:  
Australian Securities and Investments Commission,  
PO Box 4000, Gippsland Mail Centre VIC 3841.

### For help or more information

Telephone 03 5177 3988  
Email [info.enquiries@asic.gov.au](mailto:info.enquiries@asic.gov.au)  
Web [www.asic.gov.au](http://www.asic.gov.au)

# Guide:

## Application for appointment of scheme auditor by member of a registered scheme

This guide does not form part of the form. It is included by ASIC to assist you in completing and lodging the Form 5131.

<b>Signature</b>	This form must be signed by a member of the registered scheme.
<b>Lodgement fees</b>	\$33  A receipt will not be issued unless requested.
<b>Additional information</b>	An appointment can only be made with the consent, in writing, of the person, authorised audit company or firm concerned.
<b>Lodgement details</b>	To estimate the time taken to complete the form (on the cover page), please include: <ul style="list-style-type: none"><li>• The time actually spent reading the instructions, working on the question and obtaining the information</li><li>• The time spent by all employees in collecting and providing this information</li></ul>
<b>How to provide additional information</b>	<p><b>Photocopied Form 5131 pages</b> If there is insufficient space in any section of the form, you may photocopy the relevant page(s) and submit as part of this lodgement.</p> <p><b>Annexures</b> If there is insufficient space in any section of the form, you may alternately submit annexures as part of this lodgement.</p> <p>To make any annexure conform to the regulations, you must</p> <ol style="list-style-type: none"><li>1. use A4 size paper of white or light pastel colour with a margin of at least 10mm on all sides</li><li>2. show the scheme name and ARSN</li><li>3. number the pages consecutively</li><li>4. print or type in BLOCK letters in dark blue or black ink so that the document is clearly legible when photocopied</li><li>5. mark the annexure with an identifying letter or symbol eg a,b,c or 1,2,3 etc.</li><li>6. endorse the annexure with the words: This annexure (mark) of (number) pages referred to in form (form number and title)</li><li>7. sign and date the annexure</li></ol> <p>The annexure must be signed by the same person(s) who signed the form.</p>

### Lodgement

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Australian Securities and Investments Commission,  
PO Box 4000, Gippsland Mail Centre VIC 3841.

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