

INCORPORATED LIMITED PARTNERSHIP / LIMITED PARTNERSHIP SEARCH REQUEST FORM

Partnerships Act 1892 (section 57)



1800 502 042 fairtrading.nsw.gov.au

**Please read this information before completing this form.
This form can be completed in Adobe Reader and saved for your records.**

When to use this form?

This form should be used to access documents lodged with NSW Fair Trading on the Public Register under section 57 of the *Partnerships Act 1892*, upon paying the applicable.

Fees

GST FREE.

Inspection of register (extract):

\$21.00 per partnership

Duplicate or current certificate of registration:

\$21.00

Copy of document:

\$21.00

How to lodge

- **By email** to registrysearches@customerservice.nsw.gov.au ensuring a copy of the receipt of payment is attached.
- **By post** to Registry and Accreditation, PO Box 22, Bathurst NSW 2795, ensuring a copy of the receipt of payment is included.
- **In person** at any **Service NSW Centre**. Before visiting your nearest Service NSW Centre, please telephone 13 77 88 or visit www.service.nsw.gov.au/service-centre to confirm accepted payment methods prior to attending.

How to pay the lodgement fee

Pay by credit card or PayPal using the following link:
www.fairtrading.nsw.gov.au/registrypayments

Step 1 - Click on the link or type the URL into your web browser.

Step 2 - Follow the instructions online to complete payment. (*select 'Registry and Accreditation' as the agency*)

Step 3 - You will receive a receipt upon payment.

Step 4 - Attach a copy of the receipt to the form.

Not providing this information may result in delays in processing your form.

Alternatively, if you intend to pay by cheque or money order this can be done in person at a Service NSW Centre accepting this form of payment. Please telephone 13 77 88 or visit www.service.nsw.gov.au/service-centre prior to attending, to confirm accepted payment methods. Cheques or money orders should be made payable to NSW Fair Trading.

The above information is intended as a guide only and is included to assist you in completing and lodging this form. This page is not part of the form. If required, professional advice should be obtained regarding the matters dealt with in this form.



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Registry use only

Updated June 2023

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Fee (GST free)
Inspection of register (extract) - \$21.00 per partnership
Duplicate or current certificate of registration - \$21.00
Copy of document: \$21.00

1. Applicant

Title	Given name(s)	Family/Surname
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Organisation		
<input type="text"/>		
Address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Contact number	Email address	
<input type="text"/>	<input type="text"/>	

2. ILP / LP Details

ILP / LP name
<input type="text"/>
Registration number
<input type="text"/>

3. Documents required

- Extract from register - \$21.00
- Duplicate or current certificate of registration - \$21.00
- Copy of document(s) - \$21.00 (Please insert details below of the documents required)

4. Delivery

- Email **OR**
- Hard copy via post

Registry use only

Date received (DD/MM/YYYY)	Amount paid	Date finalised (DD/MM/YYYY)
<input type="text"/>	\$ <input type="text"/>	<input type="text"/>

Notes: