

MEMBER DETAILS - UPDATE REQUEST

Please complete the following and return to reception@cto.org.au

1. Member Entity / Organisation Name:

Has your Organisation changed its name? YES NO

If yes, please attach copy of Change of Business Name Certificate to update records)

2. Nominated Organisation Representative:

Nominated Representative Home Address:

Nominated Representative Position:

Nominated Representative Email Address:

Nominated Representative Mobile Number:

3. Organisation Office Address:

Organisation Postal Address:

Organisation Phone Contact: (Telephone)

Organisation Email for Accounts:

4. Authorised Organisation Signatory Name:

5. Other updated contact information:

Signed: _____ Dated: _____

(Print Name) _____

Thank you for your prompt completion and return of this form



FOR OFFICE USE ONLY

Member Updated Details received: (Date)

Updated in Membership Register (Date)

All actions completed YES NO

..... Initials (Date)

Thank you for your prompt completion and return of this form