



**REQUEST FOR REGISTRY DATABASE SEARCH**

To find out .au domain names that are currently registered in your name or using your details, you must complete this form and send it to auDA:

- by email – [info@auda.org.au](mailto:info@auda.org.au)
- by fax - 03 8341 4112 or +613 8341 4112
- by mail – 114 Cardigan Street, Carlton VIC 3053

**Your search details:**

- *You must provide your search details using the options in the table below.*
- *You may select more than one option, eg. you may request a search on your personal name and your business name.*
- *You must provide the required proof indicated in the table below, as an attachment to the form.*
- *Searches will only be made using the exact details provided. If you want the search to include any abbreviations or acronyms, please attach a separate list to the form.*
- *If you cannot find a suitable option in the table below, or you require assistance in completing the form, you may contact auDA at [info@auda.org.au](mailto:info@auda.org.au) or 1300 732 929.*

<input type="checkbox"/>	Personal name:  Required proof: Copy of Drivers' Licence or Passport
<input type="checkbox"/>	Australian company name:  ACN or ABN:  Required proof: Copy of Company Registration Certificate
<input type="checkbox"/>	Australian business name:  RBN:  Required proof: Copy of Business Name Registration Certificate
<input type="checkbox"/>	Sole trader name:  ABN:  Required proof: Copy of ABN Certificate
<input type="checkbox"/>	Australian registered trade mark:  TM Number:  Required proof: Copy of TM Certificate

<input type="checkbox"/>	Australian incorporated association name: IA Number: Required proof: Copy of Incorporated Association Registration Certificate
<input type="checkbox"/>	Foreign company (licensed to trade in Australia) name: ARBN: Required proof: Copy of ARBN Certificate
<input type="checkbox"/>	Other organisation name: Organisation ID (if applicable): Required proof: Letter of authorisation on organisation letterhead, signed by an office-bearer of the organisation

**Your contact details:**

<b>Name</b>	
<b>Organisation</b>	
<b>Address</b>	
<b>Contact phone number</b>	
<b>Contact fax number</b>	
<b>Contact email address</b>	

I the undersigned hereby warrant that I am:

- the individual identified above; or
- an authorised representative of the organisation identified above;

and that I have read and understood the Instructions for Completion (below).

Signed:

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Date:

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## **INSTRUCTIONS FOR COMPLETION**

The purpose of this search request form is to enable an individual or organisation to obtain a list of all .au domain names that are currently registered in their name or using their details.

This form may only be submitted by the individual themselves, or in the case of an organisation, by its authorised representative.

auDA reserves the right to request additional proof of identity or authorisation, or to refuse to process the search request, where it believes that the request form has not been submitted in accordance with these instructions.

Search results will be provided in electronic format to the person who submitted the form. auDA will endeavour to provide the search results in a timely fashion, but processing time will depend on the nature of the request.