

Please find attached the Application for Trade Credit and terms of supply.

To avoid delay in processing your application please complete all relevant section including:

- 1) Section 1: List all directors with DOB; if there are more than four directors please list on a separate page;
- 2) Section 3: Complete the Credit Limit;
- 3) Section 4: Provide a Personal Guarantee or, if the credit limit exceeds \$30,000 a bank bond or cash bond is required;
- 4) The Guarantor must be a director or shareholder of the Company;
- 5) Section 6: Acceptance of Terms of Credit must be signed by a director or a shareholder of the company or, someone who is duly authorised to sign on behalf of the company,
- 6) Please ensure all pages of the application are initialled;
- 7) Clause 2 Payment: All invoices are due and payable in full on the 20th of the month following the month of invoice;
- 8) Clause 2.7 Credit Limit: Please note Council may stop services if the credit limit is exceeded and, payment is required immediately to bring the account within the agreed credit limit;
- 9) Please do not cross out or, amend the application form or, terms of trade.

Once we have reviewed your application you will be notified as to whether you application has been successful or not.