

Debtor Account Application



There are some hard words in this form. The hard words are in **blue**. You can read what they mean on page 3.

Applicant Details:

Individual:							
Business trading name:							
Australian Business Number (ABN):							
Business address:			Postcode				
Postal address			Postcode				
Phone number: Work:		Mobile:					
Email address:			Fax:				
Accounts payable contact person:							
Corporate structure: (please tick the box) <input type="checkbox"/> Public company <input type="checkbox"/> Partnership <input type="checkbox"/> Sole trader <input type="checkbox"/> Proprietary Company							
What year did the company start trading?							

Trade references or major suppliers: (you must be a credit customer of these referees and supply details)

Company name	Contact person	Contact phone number

Directors or **authorised** representative guarantees:

I/We the **authorised** representatives of the applicant, as **guarantor/s**, request the opening of a credit account. I/We agree to pay Council the amount of money owed now and into the future. This **agreement** will be ongoing and will not stop in the event of applicant's **liquidation**.

Individual 1:

Name:							
Postal address:			Postcode				
Type of licence:		Licence number:					
Phone number: Work:		Mobile:					
Signature:			Date: ____ / ____ / ____				
Witness name:							
Witness signature:			Date: ____ / ____ / ____				

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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Individual 2:

Name:				
Postal address:			Postcode	
Type of licence:	Licence number:			
Phone number: Work:	Mobile:			
Signature:			Date: ____/____/____	
Witness name:				
Witness signature:			Date: ____/____/____	

Declaration:

I/We request the opening of a credit account. I/we agree to pay Council the amount of money owed now and into the future. This [agreement](#) will be ongoing and will not stop in the event of the [liquidation](#) of the applicants named.

Signature:	
Title:	Date: ____/____/____
Witness signature:	
Witness name:	Date: ____/____/____

Important Information

- GST is applied to Council fees and charges.
- Normal trading terms are 30 days from the date the statement is given.
- All accounts need to be paid on or before the due date. Late payment of accounts will put the account on hold and further late payments will stop credit being given.
- A credit reference may be made before approval is given.
- You will be liable for costs of recovering monies not paid.
- Council can suspend your account at any time without giving reason.
- Council can change the terms and conditions of the account by writing you a letter.

Terms and Conditions

I/We the undersigned hereby applies to East Gippsland Shire Council ABN 81 957 967 765 for a credit account, if this application is approved. I/We agree as follows:

1. That the information provided herein is true and correct in every particular and that all-material facts have been disclosed to East Gippsland Shire Council.
2. That payment for all Goods and Services supplied by East Gippsland Shire Council for which an invoice is issued is due and payable no later than 30 days from the date which appears on any such tax invoice / statement, unless otherwise stated.

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- 3. The undersigned and any director or principal of the applicant have never been made bankrupt and are solvent and are able to pay their debts as they fall due. They have not made any compromise or arrangement with their creditors and no application has been made or proposed to summon a meeting or their creditors or any class of them.
- 4. That the applicant (if a corporation) is solvent and able to pay its debts as they fall due and is not in liquidation or being wound up. No meeting has been called or resolution has been passed or order made for such purposes and no Receiver or Receiver and Manager has been appointed in respect of the applicant. The applicant has not made any compromise or arrangement with its creditors or any class of them and no application has been proposed or made to any court for any order summoning a meeting of its creditors or any class of them.
- 5. If the applicant is a trustee of any trust it has the power to execute this application and enter into every transaction in relation to the credit account with East Gippsland Shire Council (and has a corresponding right under the trust assets in respect of these matters) and executes this application in its personal capacity and in its capacity as trustee of each trust.
- 6. Each of the undersigned hereby authorises East Gippsland Shire Council pursuant to the Privacy Act to give and to receive personal credit information including consumer credit information concerning themselves from third parties including credit reporting agencies and other credit providers identified in the application or from other information obtained by East Gippsland Shire Council (Third Parties) for the purposes of assessing the application, deciding whether to accept the undersigned as a guarantor for the application, notifying Third Parties of a default in respect of the application and the collection of overdue payments.
- 7. The Applicant named in this application will be given access to their personal information in this application form for the purposes of assessing applications, managing accounts and, if necessary, insuring our risk and collecting debts. If all or part of the personal information requested is not provided, East Gippsland Shire Council may not be able to process your application for a credit account.
- 8. I am aware that any default on payment beyond East Gippsland Shire Council's Trading Terms may result in recovery action and cancellation of the account, further transactions will only be accepted on a cash basis.
- 9. It is understood should the account fall into default of Council's terms, the collection process in accordance with its policy will be undertaken to recover the account. The matter may be referred to its collection agency for further recovery action. The information provided to them will be for the purpose of debt recovery only and your personal details will not be disclosed to any other person or agency without your consent unless required or authorised by law.

By completing this application, I declare that will comply with the Terms and Conditions detailed in this application.

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Hard Words:

Liquidation: When an entity chooses or is forced by a legal judgment or contract to turn assets into a cash form

Agreement: A negotiated and typically legally binding arrangement

Account: A bill for goods or services provided over a period

Proprietary: Relating to an owner or ownership:

Authorised: Given official permission or approval

Demolition: The action or process of demolishing or being demolished:

Commercial Industrial: Waste collected via a business process or dealing or as a job collected or processed

Weight: the heaviness of something

Guarantor/s: A person or organisation that provides a formal assurance that certain conditions will be met

Office Use Only:

Tasked to Accounts Receivable

Account set up – Debtor number: _____

Contact Council



03 5153 9500



feedback@egipps.vic.gov.au



eastgippsland.vic.gov.au



PO Box 1618, Bairnsdale 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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