



**Confidential**

*Brunswick Pty. Ltd.*

*A.C.N. 086 702 338*

*1st Choice for Cash Flow Finance*

**Date:**

/ /

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## **Debtor Finance Facility Application:**

**Limit Amount Requested: \$**

NOTE: Instructions for filling in this form electronically  
can be found at the end on the last page of the document

Level 4, Victoria Square, Adelaide 5000 South Australia  
GPO Box 1160, Adelaide S.A. 5001  
TEL: (08) 8210 7800 FAX: (08) 8231 0723  
Email: [info@brunswickpl.com.au](mailto:info@brunswickpl.com.au)  
Web: [www.brunswickpl.com.au](http://www.brunswickpl.com.au)

All information will be treated in the strictest confidence

**Company Information**

Business Name and Address (including trading style and trading address)

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ FAX \_\_\_\_\_

Email \_\_\_\_\_

Registered Address \_\_\_\_\_ Postcode \_\_\_\_\_

ABN \_\_\_\_\_ ACN \_\_\_\_\_

Nature or type of Business \_\_\_\_\_

Yrs / Mths Trading \_\_\_\_\_

Related Companies: (if any) \_\_\_\_\_

**Directors / Shareholders / Partners**

Full Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Director Y N Shareholding% \_\_\_\_\_ Drivers Lic. #: \_\_\_\_\_

Home address \_\_\_\_\_

Full Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Director Y N Shareholding% \_\_\_\_\_ Drivers Lic.# \_\_\_\_\_

Home address \_\_\_\_\_

Full Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Director Y N Shareholding% \_\_\_\_\_ Drivers Lic.# \_\_\_\_\_

Full Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Director Y N Shareholding% \_\_\_\_\_ Drivers Lic.# \_\_\_\_\_

Is a Trust involved Y N : If yes, details: (name of trust) \_\_\_\_\_

**Trading History**

Period (year) \_\_\_\_\_ Turnover \$ \_\_\_\_\_ Net Profit \$ \_\_\_\_\_

Period (year) \_\_\_\_\_ Turnover \$ \_\_\_\_\_ Net Profit \$ \_\_\_\_\_

Total amount owing to you at end of last month \$ \_\_\_\_\_

Total number of customers owing you at end of last month \_\_\_\_\_

Number of invoices issued annually (approx.) \_\_\_\_\_

**Last 3 months Sales Ledger**

MTH / YEAR	GROSS INVOICE (\$'s)	No. of INVOICES	CLOSING DEBTOR BALANCE
1. _____	_____	_____	\$ _____
2. _____	_____	_____	\$ _____
3. _____	_____	_____	\$ _____
Totals	\$ _____	_____	\$ _____

ACCOUNTANT (Name & Address & Tel #) \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS**

**Terms & Conditions of Sale**

Your payment terms are: \_\_\_\_\_ days

Details of any discounts or rebates offered \_\_\_\_\_

List your customers that are also suppliers \_\_\_\_\_

(PLEASE CIRCLE)

Are all Debtors business entities ? \_\_\_\_\_ Y    N

Are any Debtors related parties ? \_\_\_\_\_ Y    N

Do you obtain proof of delivery ? \_\_\_\_\_ Y    N

Are most of your clients regulars ? \_\_\_\_\_ Y    N

Is an aged list of Debtors produced monthly & reconciled \_\_\_\_\_ Y    N

Do you have a dedicated person to follow up overdue accounts \_\_ Y    N

Do you use a formal application for your Debtors \_\_\_\_\_ Y    N

What type of internal computer accounting package do you use (eg MYOB) \_\_\_\_\_

**Do you sell on the following basis:**

CONSIGNMENT:    YES    NO                    % of sales turnover \_\_\_\_\_

PROGRESS CLAIMS:    YES    NO                    % of sales turnover \_\_\_\_\_

SALE OR RETURN:    YES    NO                    % of sales turnover \_\_\_\_\_

**Customer References: (detail 3 references)**

Customer name	Contact Person	Phone No.	Monthly Turnover
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Is your business premises leased or owned ? (details including term of lease) \_\_\_\_\_

### Company Borrowings

TYPE OF FACILITY	LIMIT	Current Balance	Bank / Financier
OVERDRAFT:	\$ _____	\$ _____	_____
BUSINESS LOANS:	\$ _____	\$ _____	_____
OTHER:	\$ _____	\$ _____	_____

DO YOU OR YOUR COMPANY HAVE ANY TAX ARREARS ? IF YES DETAILS: \_\_\_\_\_

WHO DO YOU BANK WITH (Bank, branch & contact person) \_\_\_\_\_  
Tel: \_\_\_\_\_

### Documents to accompany Application

- **PRIVACY ACT FORM (Enclosed)**
- **DISCLOSURE STATEMENT (Enclosed)**
- **LIST OF AGED DEBTORS**
- **LIST OF AGED CREDITORS**
- **PAST 2 YEARS FINANCIAL ACCOUNTS (accountant prepared)**
- **INTERNAL PROFIT & LOSS FIGURES FOR CURRENT TRADING PERIOD**
- **BRIEF TRADING HISTORY or SUMMARY OF THE BUSINESSES BACKGROUND**
- **STATEMENT OF PERSONAL ASSETS & LIABILITIES FOR EACH DIRECTOR**
- **COPY OF A BLANK INVOICE MARKED "EXAMPLE"**
- **APPLICATION FEE (if applicable)**

Note: We may request either tax portals or BAS statements in the absence of some matters listed above

### PLEASE SIGN:

I / We declare that the information provided in this application is true and correct to the best of my / our understanding.

X.....X.....

Name..... Name.....

Date..... Date.....

## DISCLOSURE STATEMENT

I / We .....(insert names of Directors) as  
Company Director (s) of.....Pty Ltd  
(insert company name) declare that I /we have provided all relevant financial information relating to the status of our abovementioned company to Brunswick Pty. Ltd..  
Further I / we declare that we have provided all relevant financial information regarding my / our personal financial position to Brunswick Pty. Ltd..  
I / We declare that there are no adverse Notices, Claims, Warrants, Petitions or any other legal proceedings either current or pending against the abovementioned company nor are there any Petitions for Bankruptcy, Notices or Claims against me / us that I / we am aware of.  
Should any adverse credit matter whatsoever arise, including Notices, Claims, Warrants, Petitions or any legal action against my / our company or myself / ourselves then I / we undertake to advise your office immediately and provide full written details of any claim referred to above.  
Further I / we undertake to provide any other information that you may request as it relates to any claim either past, current or future.

...x..... (Directors signature)

FULL NAME.....

...x.....(Directors signature)

FULL NAME.....

...x.....(Directors signature)

FULL NAME.....

...x.....(Directors signature)

FULL NAME.....

**Dated this.....day of.....20.....**

**BRUNSWICK PTY LTD**  
**PRIVACY PROTECTION OF INFORMATION Privacy ACT 1988**  
**(to be completed by individuals applying for credit)**

**ACKNOWLEDGEMENT AND AUTHORITY THAT CREDIT INFORMATION MAY BE GIVEN TO A CREDIT REPORTING AGENCY**

I understand that Section 18E(8) C of the Privacy Act allows Brunswick Pty Ltd to give a reporting agency certain personal information about me which I authorize Brunswick Pty Ltd to do. The information which may be given to an agency is covered by Section 18 (1) of the Act and includes:

- The fact that I have applied for credit and the amount
- The fact that Brunswick Pty Ltd is a credit provider to me
- Payments which become overdue more than 60 days.
- Advice that payments are no longer overdue.
- In specified circumstances, that in the opinion of Brunswick Pty Ltd I have committed a serious credit infringement.
- That the credit provided to me by Brunswick Pty Ltd has been discharged

**AUTHORITY FOR BRUNSWICK PTY LTD TO OBTAIN CERTAIN CREDIT INFORMATION**

To enable Brunswick Pty Ltd to assess my application for commercial or private credit, I authorize Brunswick Pty Ltd:

- To obtain from a credit reporting agency a credit report containing personal information about me in relation to personal credit provided by Brunswick Pty Ltd
- To obtain from a credit reporting agency a credit report containing personal credit information about me in relation to commercial credit provided by Brunswick Pty Ltd in accordance with Section 18K (1)(b) of the Privacy Act.
- To obtain a report containing information about my commercial activities or commercial credit worthiness from a business which provided information about the commercial credit worthiness of a person in relation to personal credit provided by Brunswick Pty Ltd in accordance with Section 18L(4) of the Privacy Act.
- To obtain a report from a credit reporting agency and other information in relation to my commercial credit activities.

**AUTHORITY TO EXCHANGE INFORMATION WITH OTHER CREDIT PROVIDERS**

In accordance with Section 18N(1)(b) of the Privacy Act, I authorize Brunswick Pty Ltd to give to and obtain from credit providers named in this credit application and credit providers that may be named in a credit report issued by a credit reporting agency, information about any credit arrangements. I understand this information can include any information about my credit worthiness, credit standing, credit history or credit capacity that credit providers are allowed to give or receive from each other under the Privacy Act 1988.

I understand the information may be used for the following purposes:

To assess an application for credit

To assist me avoid defaulting on my credit obligations

To notify other credit providers of a default by me

To assess my credit worthiness

**AUTHORITY FOR TRADE INSURERS**

In accordance with Section 18K(1)(e) of the Privacy Act, I authorize a trade insurer in relation to an application by me for commercial credit to obtain my credit report to assess whether to insure or the risk of insuring Brunswick Pty Ltd or to assess the risk of default by me on the commercial credit.

**AUTHORITY FOR BRUNSWICK PTY LTD TO GIVE INFORMATION TO GUARANTORS**

I authorize Brunswick Pty Ltd to give to the guarantor/s of commercial credit provided to me by Brunswick Pty Ltd, personal information about my credit worthiness, credit standing, credit history or credit capacity relating to the credit facilities, the subject of the guarantee/s provided to me for any purpose related to the enforcement or proposed enforcement of the guarantee/s.

**PRIVACY PROTECTION OF INFORMATION PRIVACY ACT 1988 (continued)**

**DECLARATION**

I have read and understood the particulars in this form and declare that the information provided is complete and accurate and no details which might affect the decision of Brunswick Pty Ltd have been withheld. I understand that Brunswick Pty Ltd reserves the right to approve or decline my application. Once I have submitted this application to Brunswick Pty Ltd for evaluation it will become the property of Brunswick Pty Ltd.

I authorize Brunswick Pty Ltd to complete whatever enquiries it reasonably believes are required to enable it to evaluate my application, including enquiries and exchanges of information concerning my credit worthiness. I acknowledge that Brunswick Pty Ltd may seek further information from me where it deems necessary to enable it to complete its evaluation.

I agree to pay all costs incurred by Brunswick Pty Ltd in connection with this application including registration, stamping fees and legal costs.

I agree to be bound by the conditions set out by Brunswick Pty Ltd.

Brunswick Pty Ltd will not disclose any of the information you provide to any related entities or companies without your permission.

**SIGNATURES**

.....X..... DATE.....

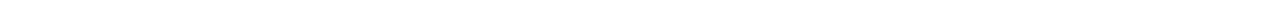
NAME.....

.....X..... DATE.....

NAME.....

.....X..... DATE.....

NAME.....



## PERSONAL LIABILITIES

### Bank overdraft

Bank & branch.....

Limit amount \$.....

**Housing Loan #1** \$.....

Bank.....

**Housing Loan #2** \$.....

Bank.....

**Other Loans** (amount outstanding) \$.....

Name of financier.....

### Credit Cards / store cards

Limit	Type of card	Balance
\$.....	.....	\$.....
\$.....	.....	\$.....
\$.....	.....	\$.....

**Taxation Arrears** \$.....

### Hire Purchase / Lease

Purpose	Amount Owing
.....	\$.....
.....	\$.....
.....	\$.....

**TOTAL LIABILITIES** \$.....

## PERSONAL ASSETS

### Bank Account Balances

Cheque \$.....

Savings \$.....

Investment A/C \$.....

**Share Portfolio** \$.....

### House (Residence)

In the name of.....

Address.....

.....

Value \$.....

### Investment property

In name of.....

Address.....

.....

Value \$.....

### Other Property

Describe.....

Value \$.....

### Motor Vehicles

Year / Make .....

Value \$.....

Year / Make.....

**Household effects** \$.....

**Superannuation** \$.....

### Other Assets

Describe..... \$.....

**TOTAL ASSETS** \$.....

I / we declare the above information is correct

X.....

Name.....

### Submitting Your Form:

To fill in this form electronically, please type in the active form fields on each page.

Once you have completed the form save a copy of the file with a different name.

The saved file will retain the information you entered.

Send the form in by emailing us and attaching the newly renamed and saved form file.

We will contact you as soon as we can after receiving your submission.

Alternatively, after filling in the form, save a copy then print it and send it to us via post.