

Unit 108-110 / 45 Gilby Road, Mt Waverley, Vic 3149.

Telephone No: 03 9558 9918 Fax No: 03 9558 9928

ABN 88 115 955 327

30 DAY CREDIT ACCOUNT APPLICATION FORM

Please return by facsimile to 03 9558 9928

COMPLETE IF REGISTERED COMPANY:

Name of Company: _____
A.B.N.: _____ A.C.N.: _____ Date of Incorporation _____
Trading Name: _____
Registered Office: _____
Full Names of Directors: 1) _____ 2) _____
3) _____ 4) _____
Name of Manager/Contact: _____

COMPLETE IF SOLE TRADER OR PARTNERSHIP:

Trading Name: _____ A.B.N.: _____
Details of partners/proprietor:
1) Name: _____ D.O.B _____ D/LIC. NO. _____
Address: _____
2) Name: _____ D.O.B _____ D/LIC. NO. _____
Address: _____
Name of Manager/Contact: _____

PLEASE COMPLETE THE FOLLOWING DETAILS:

Business Address: _____
Postal Address: _____
Telephone No: _____ Fax No: _____
Email: _____
Credit Limited Required : \$ _____
Firm of Accountants/Auditors: _____
Name of Bank: _____ Branch: _____
Trade References:
Name: Address: Phone No:
1) _____
2) _____
3) _____
List of Person(s) authorised to purchase goods on applicant's behalf:
Name and Position:
1) _____ 2) _____
3) _____ 4) _____

The information provided herewith is true and correct to the best of my knowledge. If an account is granted I/we undertake to comply with Hostmann-Steinberg Australia Pty Ltd's Terms of Credit and Terms and Conditions of trade (as amended from time to time) .

Signature: _____ Date: _____
Name: _____ Position Held: _____

PLEASE NOTE THIS APPLICATION IS NOT COMPLETE UNTIL PAGE 3 OF THIS FORM IS SIGNED.

TERMS OF CREDIT (“Hostmann-Steinberg Australia Pty Ltd”)

1. I/We acknowledge that any credit granted following this application will be subject to the terms and conditions stated in this application or as subsequently varied by Hostmann-Steinberg Australia Pty Ltd at its discretion and advised to me/us.
 2. Payment terms are “Net 30 Days”, payment being due within 30 days from the end of the Calendar Month in which the invoice was created unless alternative terms are agreed upon by Hostmann-Steinberg Australia Pty Ltd in writing. Account payments are not subject to any settlement discount.
 3. Credit limit approved by Hostmann-Steinberg Australia Pty Ltd and advised to me/us must not be exceeded. Hostmann-Steinberg Australia Pty Ltd periodically reviews its credit limits. By signing these Terms of Credit you request Hostmann-Steinberg Australia Pty Ltd to review and revise your credit limit from time to time. Hostmann-Steinberg Australia Pty Ltd may increase your credit limit at your specific request. Hostmann-Steinberg Australia Pty Ltd may reduce your credit limit at your specific request. Hostmann-Steinberg Australia Pty Ltd may also reduce your credit limit without approval, but Hostmann-Steinberg Australia Pty Ltd will not reduce your credit limit below the outstanding balance on the Account at the time of the reduction without prior consultation with you.
 4. Hostmann-Steinberg Australia Pty Ltd, or its representatives, reserves the right to actively pursue collection of outstanding amounts, and costs, if any, will be passed on to the account of the customer.
 5. Hostmann-Steinberg Australia Pty Ltd may at any time set-off amounts owed by Hostmann-Steinberg Australia Pty Ltd to me/us from the amounts owed by me/us to Hostmann-Steinberg Australia Pty Ltd. Hostmann-Steinberg Australia Pty Ltd will ordinarily apply payments against the oldest outstanding amount due.
 6. Hostmann-Steinberg Australia Pty Ltd hereby advises that, pursuant to s. 18E (8) of the Privacy Act 1988, information disclosed in the course of this credit application may be disclosed to a credit reporting agency. Under Section 18E (8) (c) of the Privacy Act 1988 Hostmann-Steinberg Australia Pty Ltd is allowed to give a credit reporting agency personal information about your credit application, information which may be given to an agency is covered by Section 18E(1) of the Act and includes identity particulars (as permitted by the Privacy Commissioner’s determination issued under Section 18E(3); the fact that you have applied for credit and the amount, the fact that Hostmann-Steinberg Australia Pty Ltd is a credit provider to you, payments which become overdue outside of agreed trading terms and for which collection action has been commenced; advice that payments are no longer overdue; cheques drawn by you which have been dishonored more than once; in specific circumstances, that in the opinion of Hostmann-Steinberg Australia Pty Ltd you have committed a serious credit infringement; that credit provided to you by Hostmann-Steinberg Australia Pty Ltd has been paid for or otherwise discharged.
- Pursuant to ss. 18K (1) and 18N (1) of the Privacy Act 1988 and Para. 2.12 of the Credit Reporting Code of Conduct issued under s. 18A of that Act, you hereby agree to Hostmann-Steinberg Australia Pty Ltd obtaining personal information from a credit reporting agency or a credit provider for the purpose of assessing this application for commercial credit (including information as to creditworthiness); and agree to that agency or provider providing that information to Hostmann-Steinberg Australia Pty Ltd for that purpose. You further agree to the obtaining from and provision by, such agency or provider further credit reports, which may assist Hostmann-Steinberg Australia Pty Ltd in recovering any sums outstanding under the terms of the commercial credit agreement to which this application may lead.
7. Hostmann-Steinberg Australia Pty Ltd is not liable for any costs incurred in the completing of this Credit Application form. You are responsible for any stamp duty or other government charges levied on or in connection with this Application, Terms and Conditions, credit facility or guarantee.
 8. Failure to comply with the “Terms of Credit” may result in them being amended or credit withdrawn without notice
 9. **Director’s Guarantee** - If you are a body corporate, Hostmann-Steinberg Australia Pty Ltd may require one or more of your directors or officers to guarantee repayment of the balance of the credit facility. Hostmann-Steinberg Australia Pty Ltd will notify you of this requirement and seek your consent.
 10. **Confidentiality of your information** - Except as required by law, Hostmann-Steinberg Australia Pty Ltd will only use or disclose your personal information as necessary for the credit facility.

11. **Default** - If you or an authorised operator:

- (a) Obtain credit by fraud or dishonesty;
- (b) Allow the amount of a monthly statement to remain unpaid for more than 30 days from its date;
- (c) Breach any of these terms of credit or terms and conditions of trade (as amended from time to time);
- (d) Use the credit facility in circumstances where Hostmann-Steinberg Australia Pty Ltd believes that the continued use of the credit facility may cause loss or damage to you or Hostmann-Steinberg Australia Pty Ltd; or if
- (e) Any person who has guaranteed your obligations under the credit facility withdraws his, her or their guarantee or becomes insolvent or bankrupt, then Hostmann-Steinberg Australia Pty Ltd may close or suspend the credit facility. If the credit facility is closed or suspended then Hostmann-Steinberg Australia Pty Ltd may require immediate payment of all outstanding amounts. Suspension or cancellation does not affect any of your obligations or those of any authorised operator in respect of the credit facility.

12. **Inconsistency** If there is any inconsistency between the terms of credit and the terms and conditions of trade, then to the extent of such inconsistency, the terms of credit will prevail.

I/We accept and agree to comply with the terms of credit and terms and conditions of trade (as amended from time to time) in respect to the provision of a credit account with Hostmann-Steinberg Australia Pty Ltd.

Signed : _____ Date : _____ Signed : _____ Date : _____

Name : _____ Position : _____ Name : _____ Position : _____

DO NOT COMPLETE: (OFFICE USE ONLY)

Application Received By: _____ Date: _____

References Checked and Recommendations :-

Signed: _____

Credit Approved Yes / No

Credit Limit \$ _____

Approved By: _____

Special Terms (if Any) _____

Date: _____