

# **APPLICATION FOR FUNDING**

Factor ONE INVOICE FINA	<b>1300 322 867</b> factorone.net.au				
APPLICATION FOR FUNDING					
YOUR BUSINESS					
Company or Business Name:					
ABN:	ACN:				
Name of Trust (If applicable):	Registered Business Name:				
Business Address:	Business Phone:	Business Fax:			
	Mobile:	Alt Phone:			
Type of Business:	Email Address:				
Yrs in Business: No. of Staff: Date Inc: (dd/mm/yyyy)	Web Address:				
Related or Associated Entities Name(s):		Relationship:			



DIRECTORS AND SHAREHOLDERS; PARTNERS OR SOLE TRADER					
1. Individuals Full Name (Directors, Applicants, Shareholders)	Home Address:				
Previous or other names:					
	D.O.B. (dd/mm/yyyy) Drivers Licence No.				
Director: Yes No Share holding %	D.O.B. (dd/mm/yyyy)  Drivers Licence No.				
2. Individuals Full Name (Directors, Applicants, Shareholders)	Home Address:				
Previous or other names:					
	D.O.B. (dd/mm/yyyy) Drivers Licence No.				
Director: Yes No Share holding %					
3. Individuals Full Name (Directors, Applicants, Shareholders)	Home Address:				
Previous or other names:					
Previous of other names.					
	D.O.B. (dd/mm/yyyy) Drivers Licence No.				
Director: Yes No Share holding %					
4. Individuals Full Name (Directors, Applicants, Shareholders)	Home Address:				
Previous or other names:					
	D.O.B. (dd/mm/yyyy) Drivers Licence No.				
Director: Yes No Share holding %	D.O.B. (dd/mm/yyyy)  Drivers Licence No.				
State folding //					
BANKERS AND ADVISERS					
Bankers Name:	Accountants Name:				
Bankers Address:	Accountants Address:				
Phone: Manager:	Phone: Manager:				
SALES ANALYSIS					
SALLS ANALISIS					
Turnover last financial year:	Forecast Annual Turnover:				
Number of Active Customers:	Number of invoices raised per month:				
Average number of days to collect invoices:	90 Days plus balance:				
\$ value of credit claims received	How did you hear about FactorONE:				

To fill out this interactive form out on your PC, you will require ACROBAT READER which is a free download from http://get.adobe.com/reader/

CUSTOMER (DEBTOR) INFORMATION							
What is currently owed to you from your debtors:	\$		What p	What percentage of your sales are provided on credit terms:			
What terms do you normally provide to your debtors:	Days		What d for earl	What discount, if any, do you give for early payment:			
Do you sell on consignment basis:		Yes No	Do you exchan	Do you sell on a sale or return or exchange basis:		Yes No	
Do you have your debtors insured:			Do you	Do you obtain purchase orders:			
Do you have signed proof of delivery:			Do you milesto	Do you invoice on a progress claim / milestone basis:		Yes	
List any debtors who are also suppliers to your business:	0						
DETAILS OF 5 LARGEST D	EBTORS						
Debtor Name		ABN	Payment Credit Terms Limit		:	Currently Outstanding	
EXISTING FINANCE FACIL	ITIES						
Bank/Financier		Type of facility	Limit Current Ba		lance Security		
TAXATION / SUPERANNUA	ATION						
Total		Currer	Current		Overdue		
GST							
PAYG							
Payroll tax							
Superannuation							
CREDIT HISTORY							
Do you have any tax arrears? Do you or the company have arrangements with Yes creditors, financiers or ATO?  If YES, give details							
Is any legal action(s), pending?  Yes  No  If YES, give details							
ENCLOSURES Check							
2 Yrs Financial Statements (Profit and Loss and Balance sheet) if available							
Aged Receivables (i.e. Aged Debtors Report)							
Aged Payables (i.e. Aged Cr							
Sample Invoice/Purchase Order/Proof of Delivery/Remittance Advice							

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# PRIVACY DISCLOSURE AND CONSENT

### **OVERVIEW**

FactorONE, a division of Scottish Pacific Business Finance Pty Ltd (ACN 008 636 388) ("we", "us", "our") collects personal information about you for the purposes you agree to in this Privacy Disclosure and Consent. When you sign below, you agree we can, consistently with Australia's privacy and credit reporting laws, collect, use and disclose personal information about you for those purposes.

### PRIVACY DISCLOSURE STATEMENT

We collect personal information about you:

- to determine whether we should provide a facility which includes the provision of commercial credit to you and, if we decide to provide it, to assist in the provision of the facility. This includes the assessment of the application, managing the account, recovering money and dealing with security you give; or
- to determine whether we should provide a facility which includes the provision of commercial credit to a person with which you are associated (for example as a director or shareholder) and to assist in the provision of the facility. If a guarantee may be given we are collecting the personal information to determine whether we should accept it and, when it is given, we collect the personal information to deal with or enforce our rights under the guarantee and any security which may be given to secure it.

The main consequence for you if all or some of the personal information is not collected by us is that we may be unable to process your (or the person's) application, we may decide not to provide a facility or we may decide to restrict or end a facility.

We may collect personal information about you from someone other than you. The personal information could be collected from the person we have provided or may provide a facility to, CRBs, brokers and other introducers, and public registers.

We may disclose personal information to a CRB; government authorities and others as required or authorised by law; your broker or other introducer; a person we introduce to you; our and your legal, financial and other adviser or representative; persons (such as mailing houses, mercantile agents, archivers and valuers) who provide a service to us; insurers and underwriters; financiers and parties to a securitisation arrangement; a potential or existing guarantor; a person who owes a debt which we have purchased (or have a security interest in) in connection with a facility we provide and that person's advisers; and a body corporate which is related to us. Generally we do not disclose personal information to a person overseas although we may do so in some circumstances, such as if a related body corporate, guarantor or debtor is overseas.

#### NOTIFICATIONS

Our privacy policy is available at www.factorone.net.au. If you request a copy in a particular form (for example in hard copy) we will, free of charge, take reasonable steps to give you a copy in that form.

The privacy policy contains information about how you may access personal information about you which we hold and seek the correction of that information. The privacy policy also contains information about how you may complain about a breach of the Australian Privacy Principles or the Credit Reporting Privacy Code, and how we will deal with the complaint.

The privacy policy includes our policy about the management of credit information and credit eligibility information. It contains information about how you may access the credit eligibility information about you that we hold; how you may seek the correction of credit information or credit eligibility information about you that we hold; how you may complain about our failure to comply with Division 3 of Part IIIA to the Privacy Act or the Credit Reporting Privacy Code; and how we will deal with such a complaint. It also specifies whether we are likely to disclose credit information or credit eligibility information to entities that do not have an Australian link and, if relevant and practicable, the countries in which those entities are likely to be located.

The privacy policy includes information about credit reporting, including the CRBs to which we are likely to disclose your credit information, and a statement of notifiable matters. The key issues contained in that statement are the way a CRB can use the credit information; the disclosure which we can make to the CRB; how you can obtain our policy about the management of credit-related personal information and the CRB's policy about the management of credit-related personal information and make a complaint to us; your right to request CRBs not to use their credit reporting information for the purposes of pre-screening of direct marketing; and your right to request the CRB not to use or disclose credit reporting information about you if you believe, on reasonable grounds, that you have been, or are likely to be, a victim of fraud.

# **IDENTITY VERIFICATION**

The AML Law requires that we verify the identity of certain individuals. To assist us in doing that we can give a CRB the individual's name, residential address and date of birth and request that the CRB provide an assessment of whether that personal information matches (in whole or in part) personal information held by the CRB. If we are required to verify your identity we would like to obtain that assessment from a CRB. To obtain the assessment we will disclose your name, residential address and date of birth to the CRB and request the assessment. The CRB will prepare the assessment and provide it to us. The CRB may use the personal information about you, and personal information held by the CRB that is the names, residential addresses and dates of birth of other individuals, for the purposes of preparing the assessment. We will only request the assessment and disclose the personal information if you expressly agree. You do not have to agree and if you do not agree we will verify your identity in another way as permitted by the AML Law.

We may verify an individual's identity by using the Document Verification Service ("DVS") of the Commonwealth of Australia to compare the individual's identifying information with a government record. Our access to and use of the DVS may involve use of third party systems and services. We will only use the DVS to verify your identity if you expressly agree.

# PRIVACY DISCLOSURE AND CONSENT (continued)

### CONSENT

By signing below you consent to:

- us receiving, using and disclosing your personal information as outlined in this form and our privacy policy subject to the Privacy Act and the Credit Reporting Privacy Code;
- a CRB disclosing credit reporting information to us, at our request, for a commercial credit related purpose;
- us collecting your personal information from someone other than you;
- us, if we have provided credit to you or you have applied to us for credit, disclosing credit eligibility information to a person for the purpose of that person considering whether to offer to act as a guarantor in relation to the credit or to offer property as security for the credit;
- us disclosing credit eligibility information about you to a person who is a guarantor in relation to credit provided by us to you or has provided property as security for that credit;
- us disclosing personal information about you to another credit provider so long as the information is either not about your activities in relation to consumer credit or is credit reporting information. You also consent to us obtaining information of that type from another credit provider. The disclosure or obtaining must be for the purpose of assessing an application made by a person for commercial credit;
- us making a request to a CRB so that we may obtain an assessment from the CRB which will be used to verify your identity for the purposes of the AML Law. You also consent to the disclosure of personal information so that we may obtain the assessment;
- us using DVS to verify your identity, including by accessing information on the matching of data;
- you consent to us or any organisation we authorise using or disclosing information (other than sensitive information) about you for the purpose of direct marketing. The Privacy Act imposes restrictions on that use and you will, in particular, have an opt-out right; and
- us sending electronic messages to you. If you are not the person to whom we provide commercial credit you also consent, on behalf of that person, to us sending electronic messages to that person.

If you consent to the disclosure of personal information (other than credit eligibility information) to a person (other than a CRB) who is not in Australia, subclause 8.1 of Schedule 1 to the Privacy Act will not apply to the disclosure. You consent to that disclosure.

If you provide personal information to us about any other individual you confirm that you are authorised to provide that information.

Your consents and obligations continue until we have agreed to you revoking them.

## **CONTACT DETAILS**

We can be contacted by e-mail to privacy@factorone.net.au or by letter posted to GPO Box 9969, Sydney, New South Wales 2001 (attention Privacy Contact Officer).

# **DEFINITIONS**

"AML Law" means the Anti-Money Laundering and Counter-Terrorism Financing Act 2006, the AML/CTF Rules (as defined in that Act) and any regulations made under that Act. "CRB" means credit reporting body. "You" means each person who signs below. Words which are defined in the Privacy Act 1988 have the same meaning in this form.

I(We) declare the information provided above and in this Application to be true and correct.					
Name: (PLEASE PRINT)	Signature				
Date of Birth: (dd/mm/yyyy)	Date Signed: (dd/mm/yyyy)				
I(We) declare the information provided above and in this Application to be true and correct.					
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