

## Waste Disposal Facility & Waste Types Accepted

- Commercial Credit Accounts are available at all Transfer Stations
- Only commercial waste fees and charges are permitted on commercial credit accounts
- Waste acceptance and vehicle limits apply including but not limited to:
  - **Commercial Mixed Waste & Commercial Clean Concrete**
    - Only inert (dry) hard waste accepted
    - Vehicles >4.5t GVM are not accepted
    - Loads >4m<sup>3</sup> are not accepted at Gordonvale and Babinda Transfer Stations
  - **Commercial Green Waste**
    - Clean green/garden waste only – no treated timber or timber pallets
    - Loads >4m<sup>3</sup> are not accepted at Gordonvale and Babinda Transfer Stations
    - Maximum size <900mm diameter

*Refer to the Fees and Charges schedule for full Conditions of Disposal*

## 1. Trading details – this section is to be completed by all applicants

<b>Business Trading Name:</b>			
<b>Registered Name:</b>			
<b>Type of Business:</b>			
<b>ABN:</b>		<b>ACN:</b>	
<b>Postal Address</b>			
<b>Street/PO Box:</b>			
<b>Suburb:</b>			
<b>State:</b>		<b>Postcode:</b>	
<b>Telephone:</b>		<b>Mobile:</b>	
<b>Email:</b>			
<b>Amount of Credit Required per Month (\$):</b>			

## 2. This section is to be completed if a Sole Trader/Partnership or Family Trust

<b>Proprietors' Full Name:</b>			
<b>Private Address</b>			
<b>Street/PO Box:</b>			
<b>Suburb:</b>			
<b>State:</b>		<b>Postcode:</b>	
<b>Date of Birth:</b>			
<b>Drivers Licence Number:</b>		<b>Issuing State:</b>	

### 3. This section is to be completed if a Company

<b>Company Name:</b>			
<b>Registered Office Address</b>			
<b>Street/PO Box:</b>			
<b>Suburb:</b>			
<b>State:</b>		<b>Postcode:</b>	
<b>Directors full name (1)</b>			
<b>Directors full name (2)</b>			
<b>Directors full name (3)</b>			

### 4. Trade references – this section is to be completed by all applicants

Please provide **three (3) trade references** and ensure that your referees are made aware that Cairns Regional Council may be contacting them on your behalf.

You should have held a trade account for longer than 2 months with the trade references supplied.

<b>Name (1):</b>		<b>Phone Number:</b>	
<b>Name (2):</b>		<b>Phone Number:</b>	
<b>Name (3):</b>		<b>Phone Number:</b>	

### Terms and Conditions

- In the event of Cairns Regional Council granting credit facilities to the Applicant, then the Applicant shall settle all accounts in full no later than 30 Days from the date of the issue or no later than the due date shown on the invoice whichever is the lesser.
- Granting of credit to an Applicant will only be on receipt of a fully signed and completed application and satisfactory assessment and evaluation.
- The extent of the credit should be no more than 2.5 times the expected monthly usage.
- Where credit accounts become overdue, the credit facility may be withdrawn, and the debt may be referred to a credit reference agency.
- The Applicant will not be granted credit before this application has undergone Cairns Regional Council's credit assessment.
- Cairns Regional Council has the right at its discretion to cancel and credit facility at any time, and in the event of any credit facility cancelled for whatever reason, the monies due to Cairns Regional Council shall become due and payable immediately upon demand.
- In the case that the Applicant shall be a company acting as a trustee for a trust, the Applicant hereby acknowledges that the trust shall be liable on the account, has sufficient assets to meet payment of the credit facilities granted and is empowered to enter into the account arrangement.
- Cairns Regional Council reserves the right to amend at its discretion the credit limit without prior notice.

## 5. Information Privacy Act 2009 (Qld) – Information privacy collection notice

Your personal information is being collected by Cairns Regional Council as part of this Application for Credit Account form and as part of any enquiries of a credit reporting body or credit provider you have authorised Council to make for the purposes of assisting you to obtain credit reporting information or credit eligibility information. Council will use the personal information collected for the purposes of assessing your Application for Credit Account, or an Application for Credit Account for which the Applicant has nominated you as guarantor. Council may also use personal information collected to assist in the collection of overdue payments. Council will disclose your personal information in the form of the Privacy Act Authorisation you have given to the credit reporting body from whom it may seek credit reports about you as an individual. If you are an Applicant for a credit account, Council may also disclose your personal information in the form of the Privacy Act Authorisation you have given to credit providers from whom it may seek credit eligibility information about you as an individual. Your personal information will not be given to any other entity unless you have given Council permission to do so, the disclosure is authorised or required by law, or the disclosure is permitted by another exception to the operation of the Information Privacy Principles contained within the *Information Privacy Act 2009 (Qld)*.

## 6. Applicant Privacy Act Authorisation - this section is to be completed only if the applicant/s is a sole trader or partnership

This must be completed in full by each individual Applicant for the Application for Credit Account specified in section 2 above prior to processing your application. Please sign below, authorising permission for Council to obtain a credit report containing credit reporting information about you as an individual and credit eligibility information about you as an individual.

The Applicant acknowledges that under the *Privacy Act 1988 (Cth)* ("the Act"), Cairns Regional Council may give, or may be asked to give a credit reporting body information comprising credit reporting information about them as an individual.

If it considers relevant for one or more of the following purposes, the Cairns Regional Council may request credit reports from a credit reporting body containing credit information about you as an individual:

1. To assist assessment of the individual's Application for commercial credit; and
2. To assist in the collection of overdue payments.

Cairns Regional Council can assist you by making a request to a credit reporting body seeking access to the credit reporting information about you as an individual it requires for these purposes.

The Applicant agrees to authorise Cairns Regional Council to seek access to their credit report from a credit reporting body under subsection 20R(1) of the Privacy Act.

The Applicant further agrees to authorise Cairns Regional Council to assist by seeking access to credit eligibility information about them as an individual under subsection 21T(1) of the Privacy Act from credit providers named in their credit application, and any credit providers that may be named in their credit report issued by a credit reporting body.

The Applicant agrees that if Cairns Regional Council considers it relevant to assess their credit application, Cairns Regional Council may obtain a credit report comprising their commercial credit information about their commercial activities or commercial credit worthiness from a credit reporting body.

The Applicant agrees that if Cairns Regional Council approves the Applicant's request for credit, this agreement remains in force until the credit facility covered by the application ceases.

<b>Name:</b>			
<b>Signature:</b>		<b>Date:</b>	
<b>Name:</b>			
<b>Signature:</b>		<b>Date:</b>	

## 7. Applicants' Declaration - this section is to be completed by all applicants

The signatory hereby warrants that the information contained in this application is true, accurate and correct. It is acknowledged by the signatory that the information is for the purpose of obtaining credit. The Applicant also warrants that he/she is not an undischarged bankrupt.

We note that: -

The terms and conditions appearing on this application form part of the application, and if this application is accepted an order placed by the Applicant will constitute unqualified acceptance by the Applicant of the terms and conditions and any credit limit.

The credit limit extended to the Applicant will be solely at the discretion of the Cairns Regional Council.

The Directors (or some other party) may be required by Cairns Regional Council to sign guarantees to support this application. To assess whether to accept the individuals as guarantors for credit applied for or provided to the Applicant, the Council may request that the prospective Guarantor(s) consent to Council obtaining credit reports about them as an individual. If Council requires this information, it will request that you submit the below Guarantor Privacy Act Authorisation section of this form completed by the Guarantor(s).

<b>Name:</b>			
<b>Position Title:</b>			
<b>Signature:</b>		<b>Date:</b>	

## 8. A Directors / Personal Guarantee - this section is to be completed if a guarantor to the application is required by Cairns Regional Council

The person signing this guarantee on behalf of the company (or persons listed as Director/Proprietors, Individuals or Sole Traders on the Credit Application form) shall be primarily liable for payment of all amounts payable by the company to Cairns Regional Council under this guarantee. It is understood that in the first instance all invoices and accounts under this agreement shall be directed to the company, but if the company has failed to pay any part of them, within the terms as agreed, then the Directors signing (or such of the Directors as are nominated on the Credit Application Form) shall upon demand promptly pay such outstanding accounts or invoices personally.

<b>Director 1:</b>			
<b>Signature:</b>		<b>Date:</b>	
<b>Director 2:</b>			
<b>Signature:</b>		<b>Date:</b>	

**9. Guarantor Privacy Act Authorisation - this section is to be completed if a guarantor to the application is required by Cairns Regional Council**

This must be completed in full by each individual you have nominated for Council’s acceptance as a Guarantor for the credit account you have applied for. Each prospective Guarantor is required to sign below, authorising permission for Council to obtain a credit report containing credit reporting information about them as an individual.

Cairns Regional Council is currently assessing an Application for Credit Account made by the Applicant to Council.

You have agreed to be a guarantor for the Application for Credit Account made by the Applicant.

For the purposes of assessing whether to accept you as a guarantor for the credit applied for or provided to the Applicant, the Cairns Regional Council may require a credit report containing credit reporting information about you as an individual.

Council can assist in obtaining this information from a credit reporting body for use for this purpose.

The Guarantor agrees to authorise Cairns Regional Council seeking access to their credit report from a credit reporting body under section 20R(1) of the *Privacy Act 1988* (Cth) which contains credit reporting information about them as an individual.

<b>Guarantor Name:</b>			
<b>Signature:</b>		<b>Date:</b>	
<b>Guarantor Name:</b>			
<b>Signature:</b>		<b>Date:</b>	

Please complete and return Application *Part 1* & *Part 2* via email to [CIASupport@cairns.qld.gov.au](mailto:CIASupport@cairns.qld.gov.au)

**Allow ten (10) working days for processing.**



# Resource Recovery Vehicle Registration Form

## Add a Vehicle | Update Vehicle Details | Remove Vehicle

Part 2

### Authorised Vehicle Information

<b>Account Number (if known):</b>		<b>Account Name:</b>	
-----------------------------------	--	----------------------	--

Add / Remove / Confirm	Vehicle Registration	Vehicle Carrier Name	Vehicle Type	Vehicle Configuration	GVM (vehicles >4.5t GVM)	GCM	NHVR GML Allowable Increase (vehicles >15t GVM)	Comment

### Information Privacy Act 2009 (Qld) – Information privacy collection notice

Your personal information is being collected by Cairns Regional Council as part of this authorised vehicle tipping process and as part of any enquiries you have authorised Council to make for the purposes of adding authorised vehicles to your tipping account. Council will use the personal information collected for the purposes of verifying vehicle details and ensuring nominated vehicles meet Resource Recovery waste disposal and vehicle acceptance limits. We collect this information to carry out our statutory and legal responsibilities and to deliver our services. We will only use your information for this purpose. It will otherwise not be used or disclosed unless authorised or required by law. Your personal information will be handled in accordance with the *Information Privacy Act 2009*

### Authority & Indemnity

By completing and submitting this form you:

1. authorise the listed vehicles to dispose waste at Cairns Regional Account sites on the above account and agree to immediately notify Cairns Regional Council of any changes to the information contained in this form;
2. represent and warrant that you have full authority and knowledge with regard to the matters set out in this form, including but not limited to, the nominated mass limits of the vehicles;
3. acknowledge that Cairns Regional Council and its Contractors have responsibilities under the Heavy Vehicle National Law, and is relying on the accuracy of information you provide in this form in order to comply with these requirements; and

indemnify and hold harmless to the full extent permitted by law Cairns Regional Council any claims, lawsuits, causes of action, loss, damage, injury, fine or penalty in connection with any false or misleading information contained on this form. This includes, but is not limited to, any inaccurate information concerning the mass limit of any of the vehicles.

<b>Name:</b>		<b>Signature:</b>		<b>Date:</b>	
--------------	--	-------------------	--	--------------	--