



## APPLICATION for a COMMERCIAL ACCO BRANDS ACCOUNT

ACCO Brands Australia Pty Ltd ABN 16 000 265 047

2 Coronation Avenue, Kings Park NSW 2148

SAP Account No \_\_\_\_\_

“ACCO BRANDS” “We” or “Us” means ACCO Brands Australia Pty Ltd ABN 16 000 265 and its “related entities” as that term is defined in the Corporations Act 2001 “Customer”, “You” or “Applicant” means the persons or entity referred to in the Customer Details section below. CUSTOMER DETAILS

COMPANY/PARTNERSHIP/TRUST/ SOLE TRADER (“YOU”)  Company  Partnership  Trust  Sole Trader **(please tick one)**  
 NB if the customer is a partnership, then the names of all partners and their details must be completed. Each partner or trustee who is not a company as well must also complete all of the details further below as “individuals”. If the Customer is the trustee of a trust a copy of the relevant trust deed must accompany this application.

Customer’s name (registered business name):	ABN or ACN
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Trading name:

Address:

Delivery address:

**Date business was established:**  
**Type of business:**

Business Tel:	Mobile No:	E-mail: General purpose
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Accounts contact person	Tel:	Email:
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Purchasing contact person	Tel:	Email:
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DETAILS OF DIRECTORS/PARTNERS/SOLE TRADER:  Director  Partner  Trustee  Sole Trader Please tick applicable box

Full Name	Residential Address	Mobile Phone No	Email Address	Date of Birth	Driver’s Lic No.

BANK AND CREDIT INFORMATION

Name of Bank:	Branch:	BSB:	Account No.:
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Requested credit limit:	Date business commenced:
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TRADE REFERENCES

Company Name	Contact Name	Phone No.	Fax No.	Email address

WEBSITE LOGIN DETAILS						
	Full Name	Email address	Ability to Shop Online	View Account Statements Transactions	View Pricing Invoices Order History	Manage MyStamps
Accounts			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Purchasing			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**PRIVACY & PROTECTION OF INFORMATION - PRIVACY ACT 1988**

ACCO BRANDS is bound by the Privacy Act 1988 (Cth) (as amended from time to time) and therefore must comply with the Australian Privacy Principles which govern the collection, use, handling and disclosure of personal information.

ACCO BRANDS requires information from You, and the directors to properly assess your application for commercial credit . If ACCO BRANDS is unable to obtain all the relevant information it requires it may not be able to approve your application for a trading account. Accordingly, ACCO BRANDS asks you, and your directors to provide your consent for ACCO BRANDS to obtain information about You and the directors, and about each of your credit history and for ACCO BRANDS to use and/or disclose such information for the purposes of assessing your application and, if approved, for monitoring your account. ACCO BRANDS may, in the course of assessing your trading account application and/or monitoring your account if approved, obtain information about You, and the directors and may disclose information about You and the directors to credit providers who may have provided credit to You, and the directors and other Suppliers who may have supplied goods to You on credit.

**CONSENTS**

By signing this Application for a Commercial Account You authorise ACCO BRANDS (subject to the requirements of the Privacy Act and ACCO BRANDS’ privacy policy) to undertake any of the following at any time:

- make such enquiries about You as ACCO BRANDS deems necessary to assess an application for commercial credit by You, including the making of enquiries with (without limitation) persons nominated as trade references, bankers, other entity's which in ACCO BRANDS opinion You may have had dealings with, and any credit provider to You;
- seek and use a credit report about You provided by a credit reporting body to collect overdue payments from You;
- seek from and use or give to another Trade Supplier any information about your credit worthiness, credit standing, credit history and/or credit capacity;
- seek from and use or give to any financial consultant, finance broker, accountant, lawyer or other adviser acting in connection with any application by Us for a commercial credit trade account or the monitoring of the same;
- disclose personal information about You to any parent or affiliate company, associate, contractor or agent of ACCO BRANDS involved in the day-to-day assessment and/or monitoring of the commercial credit trading account provided to You.

You authorise ACCO BRANDS, its servants and agents to make enquiries and obtain references as We consider necessary or desirable in relation to Your application. You agree that ACCO BRANDS is not obliged to consider granting you a commercial credit trading account if You do not supply/consent to ACCO BRANDS obtaining personal information about You. This privacy consent applies to the Applicant for commercial credit and to the directors and officers of the Applicant.

**ACKNOWLEDGEMENTS & AGREEMENT**

By signing this Application for a Commercial Acco Brands Account:

- You confirm that the information supplied in this document is true and correct;
- You acknowledge receipt of, and have read & fully understand, ACCO BRANDS’ Terms and Conditions of Sale (“Terms”), which are attached to this application and as amended from time to time, which Terms will apply to You in respect of ACCO BRANDS’s supply of any goods to You or as directed by You;
- You accept the Terms and agree to comply with the Terms;
- You acknowledge that ACCO BRANDS’ privacy policy and can be obtained by writing to the ACCO BRANDS’ Privacy Officer at Locked Bag 50, Blacktown Business Centre NSW 2148 or on its website at [www.accobrand.com.au/privacy-policy](http://www.accobrand.com.au/privacy-policy);
- You hereby apply to open an account with ACCO BRANDS; and

and Conditions, as contained on the Acco Brands Australia website ([www.accobrand.com.au](http://www.accobrand.com.au))

SIGNATURES (Signature of the Applicant where an individual/Signed by an authorised signatory of the Applicant)	
Name:	Title:
Signature(s): (Authorised Officer only On behalf of	Date:
Witness Name:	
Signature:	Date:

Please advise the following:

Email for electronic transmission of invoice: .....

Email for confirmation of orders: .....