

CREDIT APPLICATION FORM

PLEASE NOTE: If you do not understand this document, you should seek independent legal advice. Any corrections should be crossed out and initialed.

Section 1 – Applicant's details

Name (Company Name/Partnership/Sole Trader)			
Trust Name (if a Trust)			
Trading as (Registered Business Name)			
ABN			
Company	<input type="checkbox"/>	Sole Proprietor	<input type="checkbox"/>
Partnership	<input type="checkbox"/>	Trustee	<input type="checkbox"/>
ACN (If a Company)			
Date of company registration (if applicable)		Nature of Business	
Years in Business	Estimated Monthly Spend	*Min 1000 litres	
Trading address (not a PO Box)			
		State	Postcode
Postal address (if different)			
		State	Postcode
Telephone Number	Email address for invoices (preferred)		
Mobile Number	Fax number for invoices (not preferred)		
Contact's Name		Contact's Position	
Business Premises:	Years at address	Bank:	Branch:

Accountant Details:

Sole Trader, Partners, Director/s or Trustee/s Details

	Names	Residential Address	Date of Birth (dd/mm/yy)
1			
2			
3			

Section 2 – Trade References

	Business Name	Contact Name	Telephone Number	Monthly Spend
1				
2				
3				

Section 3 – Fuel Card Order Form
Vehicle Particulars

	Type	Make	Colour	Registration No.	Card No. (office use)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

If you require further fuel cards, please provide information on an attachment.

Fuel Card Management:
Pin Numbers

- Fuel Card customers are able manage all their cards from the Riordan Fuels Customer portal.
- New fuel cards are issued with an individual default pin number notified in writing via email prior to cards dispatch.
- Customers can nominate alternative PIN number(s) anytime via the portal
- If you would prefer your cards set up with a specific number and/or a nominated Contact, please give details below:

Nominated personal for Card Management: Name _____

Preferred PIN number: _____

Section 4 – Corporate Questionnaire

Please answer by ticking Yes/No. If yes, please provide an explanation on a separate page.

-
- a.** Is there any information of a material nature that you are aware of that could adversely affect the financial position, debt position, capital structure of your business and personal interests?
- Yes
 No
-
- b.** Has any Director of the company and or any related entity been declared bankrupt, entered into a deed of assignment, compromise or scheme of arrangement with a creditor, and or been banned from acting in the capacity as a director or banned from managing a company?
- Yes
 No
-
- c.** Has or is the company or any related entity been in breach of any banking covenant or finance review clause?
- Yes
 No
-
- d.** Has there been, or is there now pending any legal proceedings or official investigation to which the company or any related entity or any directors/shareholders are a party to or a defendant to such proceedings or investigation?
- Yes
 No
-

Section 5 – Credit Account Terms and Conditions

Riordan Fuels must be paid by you (the Customer) each amount entered in a statement of account on or before 14 days of each month following the month of purchase. Or as negotiated.

The Credit Account Terms and Conditions are set out on Riordan Fuels' website located at: riordanfuels.com.au Should you require a hard or soft copy of the Credit Account Terms and Conditions, please contact your Riordan Fuels representative or the office.

By signing this Credit Application Form at Section 6, the Applicant acknowledges that it has read, or has had reasonable opportunity to read, the Credit Account Terms and Conditions and agrees to be bound by them.

Section 6 – Acknowledgement

Who must sign this Agreement on behalf of the Applicant:

For Companies: Where there is only one Director for the Company then that person must sign; where there are two or more Directors for the Company then two Directors or a Director and Company Secretary must sign.

Sole Traders operating under their own name or under a business name: The individual.

Partnerships: All Partners of the Partnership.

Where this is not possible, please contact your Riordan Fuels representative or the office.

By ticking this box and signing this Credit Application Form, I/we (the Customer) acknowledge that I/we have read and understand the Credit Account Terms and Conditions as referred to in Section 5, and agree to be bound by those terms and conditions.

The Customer undertakes that they personally completed this Credit Application Form.

Signatory

Print Name (in block letters)	
Position	
Signature	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

Signatory

Print Name (in block letters)	
Position	
Signature	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

Signatory

Print Name (in block letters)	
Position	
Signature	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

DEED OF GUARANTEE AND INDEMNITY AGREEMENT

PLEASE NOTE: This is an important document. If you do not understand this document, you should seek independent legal advice.

IMPORTANT: As part of your credit application, this Deed of Guarantee and Indemnity Agreement must be completed and signed by all Directors, Sole Traders and Business Partners in the presence of independent witnesses (not spouse/partners) or family members.

Spouses/partners of all Directors, Sole Traders and Business Partners must sign as Guarantors in the presence of independent witnesses where there is joint ownership of personal assets.

Section 1 – Statement

I/We, the Guarantor(s),

**Insert Guarantor(s) name as applicable*

have requested Riordan Fuels to supply

**Insert Company Name/Partnership/Sole Trader*

Trust Name (if a Trust)

**Insert Trust Name*

Trading as (if applicable)

**Insert Registered Business Name*

of

**Insert Trading Address (not a PO Box)*

with Goods and Services on credit.

Section 2 – Guarantee and Indemnity Terms and Conditions

The Guarantee and Indemnity Terms and Conditions are set out on Riordan Fuels' website located at: www.riordanfuels.com.au. Should you require a hard or soft copy of the Guarantee and Indemnity Terms and Conditions please contact your Riordan Fuels representative or the office.

By signing this Deed of Guarantee and Indemnity Agreement at Section 3, the Guarantor(s) acknowledges that it has read, or has had reasonable opportunity to read, the Guarantee and Indemnity Terms and Conditions and agrees to be bound by them.

Section 3 – Acknowledgement and Certificate of Guarantee – Executed as a Deed

By ticking this box and signing below as Guarantor(s), I/we certify that I/we have read and understand the Guarantee and Indemnity Terms and Conditions terms of this Guarantee, as referral to Section 2, and agree to be bound by those terms and conditions. In particular, I/we understand that if the Customer fails to make any required payments to Riordan Fuels, Riordan Fuels may recover the amount of these payments from me/us personally.

I/we certify that I/we have had the opportunity of taking independent legal advice in relation to the meaning and effect of this Guarantee.

I/we undertake that I/we have personally completed this Deed of Guarantee and Indemnity Form.

All Directors, Sole Traders, Business Partners and any other Guarantors are to complete, **print and sign below** as Guarantors in the presence of independent witnesses (not Spouses or Family Members).

Guarantor

Print Name (in block letters)	
Address	
Signature	
DOB	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

Guarantor

Print Name (in block letters)	
Address	
Signature	
DOB	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

Guarantor

Print Name (in block letters)	
Address	
Signature	
DOB	
Date	

Witness (executed by an independent witness)

Print Name (in block letters)	
Address	
Signature	
Date	

Mailing & Forwarding Instructions

For your application to be processed ensure you have completed and signed both the Credit Application Form and the Deed of Guarantee and Indemnity Agreement. Please return all original signed and witnessed documents to:

United Retail Group Pty Ltd
t/a Riordan Fuels
PO Box 27, LARA, Victoria 3212
E: accounts@expressdiesel.com.au

Credit Approval – Riordan Fuels Office Use Only

- Credit Application completed & signed by authorised customer representative/s
- Insurance level of cover provided and set at \$ _____ credit limit
- Payment Terms approved (Cash on Delivery / ___ days from invoice date / ___ days end of month / Other: (specify) _____)