



# CREDITOR APPLICATION

Dear Prospective Supplier,

Complete ALL fields on this form to allow Council to set up and process your payments electronically. Return completed form to [accounts@upperhunter.nsw.gov.au](mailto:accounts@upperhunter.nsw.gov.au) or fax to 02 6545 2671

## Applicant's details

Company name

Contact name

GST Registered?  Yes  No ABN

Postal Address  Phone

Fax

Email

## Terms of Trade

7 Day  14 Day  30 Day  30 Day End of Month  Other

## Payment Details

 For EFT payment please provide the below details

Financial Institute

BSB (6 digits)  AC No.

Account in the name of:

## Remittance Advice

Email Email address

Fax Fax No.

Authorised Signatory  Position

Date

**PRIVACY STATEMENT** The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are officers within Council; data service providers engaged by the Council from time to time; and any other agent of the Council. The supply of the information is voluntary. If you cannot provide or do not wish to provide the information sought, Council may be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppresses your personal information from a public register. Council will consider any such application in accordance with the Act. Council is the agency that holds the information. Enquiries concerning this matter can be addressed to the Public/Privacy Officer.

### All correspondence to:

General Manager | Upper Hunter Shire Council | PO Box 208, Scone NSW 2337

Phone: Scone Office 6540 1100 | Merriwa Office 6521 7000 | Murrurundi Office 6540 1350

Email: [council@upperhunter.nsw.gov.au](mailto:council@upperhunter.nsw.gov.au)

[UPPERHUNTER.NSW.GOV.AU](http://UPPERHUNTER.NSW.GOV.AU)