



Australian Government



APPLICATION FOR BUSINESS FUNDING FOR INDIVIDUALS AND PARTNERSHIPS

(ALL INFORMATION WILL REMAIN CONFIDENTIAL)

1. APPLICANT

Name of Business Entity (Business, individual name or all partners' names)

Postal Address

Contact Person

Phone number

Type of Business

Amount Required

Have you or your spouse ever had a loan from ATSIC, ADC, Aboriginal Loans Commission or TSRA before?

YES / NO

HOW TO COMPLETE APPLICATION FORM

Please print in BLOCK letters.

If this application involves a Torres Strait Islander or Aboriginal partnership, each partner must complete a separate Application Form (except married Torres Strait Islander or Aboriginal partners).

All sections of this Application Form must be completed.

Each application is assessed according to TSRA's Decision Making Principles.

SECTION A - PERSONAL DETAILS

1. APPLICANT DETAILS

Surname

Given Names

Current Residential Address

State: Postcode:

Telephone Number

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How long have you lived at your current address?

Years

Months

Postal Address

(If different from your residential address)

State: Postcode:

Previous Residential Address

(If you have lived at your current residential address for less than five years)

Your Date of Birth

Drivers Licence No:

Marital Status *(Circle the applicable status)*

Single

Married

Defacto

Separated

Widowed

Spouse's Full Name

(Circle which is applicable)

Is your spouse a Torres Strait

Islander/Aboriginal?

YES / NO

Spouse's Date of Birth

/ /

Children / Dependants

Names	Dates of Birth

**2. TORRES STRAIT ISLANDER/
ABORIGINALITY DETAILS**

Each applicant **must** provide a Certificate of Torres Strait Islander/Aboriginality descent. This Certificate must be completed by an incorporated Torres Strait Islander or Aboriginal organisation.

Please circle one of the following -

My Certificate is

Attached Has been previously submitted

3. EMPLOYMENT DETAILS

Current Occupation

Current Employer

Work Address

State: Postcode:

Date Commenced

with Employer

Telephone Number

If you have been employed for less than two years with your current employer, please complete the section below.

Previous Employer

Address

Postcode:

Spouse's Current Employment Details

Current Occupation

Current Employer

Work Address

State: Postcode:

Date Commenced with Employer

Telephone Number

4. PERSONAL INCOME DETAILS

Indicate monthly figures

Net Income -Applicant

Net Income -Spouse

Other Income -Applicant

Total Net Income Each Month

5. PERSONAL EXPENSES DETAILS

Provide all figures on a monthly basis. For figures such as Car Registration, Insurance or other once a year payments, divide the annual amount by 12 and show as a monthly figure.

Borrowings (Personal Loan/Bank-card/ Hire Purchase)

Clothing

Education

Entertainment/Recreation

Food

Household Items (Furniture and Effects)

Power (Electricity / Gas)

Car (Registration/Insurance/ Fuel/Oil)

Telephone

Housing

Total Expenses Each Month

6. PERSONAL FINANCE DETAILS

For ASSETS state the insured value of each item or provide an accurate estimate. For LIABILITIES, please state the current discharge balance. This can be obtained by contacting the particular financial company or lender.

ASSETS (Things you own)

House	\$
Land	\$
Motor Vehicle/ Dinghy	\$
Plant / Equipment	\$
Furniture	\$
Investments/ Shares/ Deposits	\$
Bank Account/s	\$
Other (please specify)	\$
Total Assets	\$

LIABILITIES (How much you owe)

Mortgage on House	\$
Mortgage on Land	\$
Bank Loans / Bankcard	\$
Personal Loans	\$
Hire Purchase	\$
Outstanding Bills	\$
Friends' Loans	\$
Other Debts (please specify)	\$
Total Liabilities	\$

If you have cash in bank accounts to be used in the proposed business please complete the section below.

Bank / Credit Union / Building Society	Branch	Amount
		\$
		\$
		\$
Total cash to be used in the Business		\$

Details of all current Borrowings

List separately all current borrowings. For 'Type' use the following codes:- Land Mortgage (LM); Bankcard (BC); House Mortgage (HM); Overdraft (OD); Hire Purchase (HP); Personal Loan (PL); Store Account (SA); Bank Loan (BL); Other Loan (OL).

Borrowed From	Type	Amount Borrowed	Monthly Repayment	Balance Owing
		\$	\$	\$
		\$	\$	\$

Have you defaulted on any previous loan that has resulted in legal action being taken.

YES / NO
(If yes please provide details.)

SECTION B - PROPOSED BUSINESS VENTURE

1. DESCRIPTION

What is the Name (or will be the name) of the Business?

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Please indicate how you propose to structure the business.

(Circle the applicable answer)

Sole Trader Partnership Company

Briefly describe, in the section below, how the business operates and what function will be undertaken by the applicant.

(Should you run out of space please provide a separate sheet of paper with additional information.)

For example, *“I want to become a commercial fisherman. I will employ two helpers and we will dive for crayfish, which we will sell to commercial buyers.”*

2. TOTAL COST TO ESTABLISH BUSINESS

In this section, you are requested to identify the total amount of money required to establish the business. Place a figure beside each item listed below (where necessary).

Purchase Fixed Assets (Dinghy, Buildings) \$

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Purchase Stock \$

--

Purchase Plant/Equipment \$

--

Goodwill (in some cases only) \$

--

Working Capital \$

--

Total Costs to Establish Business \$

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3. APPLICANT(S) EQUITY CONTRIBUTION

Equity is the amount of cash or assets that you will be contributing to the total cost of the business venture. The TSRA requires that the minimum cash equity contribution be 20% of the total costs to establish the business venture.

CASH CONTRIBUTION \$

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4. ACTIVE PARTICIPATION

The TSRA requires that all applicants be gainfully employed in the business they establish or purchase. Describe, in the space below, how you will be involved in the business, both in operations and management aspects.

5. RELEVANT BACKGROUND/ EXPERIENCE

In the space provided below, give a description of your background experience, which will be relevant to the business venture.

For example, "I have been a fishermen for the last two years in the Torres Strait. I have a good knowledge of the surrounding reefs."

Be as brief as possible and only describe those experiences which are relevant.

6. QUALIFICATIONS AND LICENCES

Provide a list or description of any formal or informal qualifications, including traineeships or work experience programs, which you have attained and are relevant to the business. If you are presently enrolled in a course of study that is relevant to the business then describe that course.

If you are required by law to be a holder of a particular licence and this licence is essential to the business, for example, plant operator, recreational shipmasters licence etc, please state which licences are held by you.

7. TORRES STRAIT ISLANDER OR ABORIGINAL EMPLOYMENT

Do you intend to employ other Torres Strait Islander or Aboriginal persons in the business?

YES / NO
(circle which is applicable)

If "YES" to the above question, please state the number/s and what positions or work will be undertaken by other Torres Strait Islander or Aboriginal persons.

8. UNDERTAKING AND AGREEMENTS

Please read this section CAREFULLY.
(Delete the one (I or We) which does not apply.)

1. I / We state that I / We am / are not an undischarged bankrupt.
2. I / We state that the information in this application is to the best of my / our knowledge true and correct and understand any omission or false statement may result in the TSRA rejecting this application or any loan to me / us.
3. I / We agree that the TORRES STRAIT REGIONAL AUTHORITY (TSRA) or its agent for the purpose of assessing this application may check any of my / our statements.
4. I / We / are not under the age of 18 years.
5. I / We agree that this application and above statements form an integral part of any subsequent loan to me / us.

6. I / We undertake to pay such expense as title search fees, direct costs for preparation of securities, valuation of costs and / or legal costs relating to approval and documentation of the loan.

7. I / We, furnish this information on the understanding that subject to clause (3) it will be held in confidence by the TSRA or appointed agent.

8. I / We understand that this is an application only and may not necessarily result in a loan approval.

TSRA LOANS - CREDIT INFORMATION AUTHORITY

Pursuant to s 90 (2A) (a) of the *Aboriginal and Torres Strait Islander Commission Act 1989 (Cth)*, I / We authorise you as follows:

Acknowledgement and authority that credit information may be given to a credit reporting agency.

I / We understand that Section 18E (8) (c) of the *Privacy Act 1988 (Cth)* allows you to give a credit reporting agency information about us. I / We authorise you to give this information. The information which may be given is covered by Section 18E (1) of the Act. The information that may be given includes:

- (a) Identity particulars.
- (b) The fact that I / We have applied for credit and the amount.
- (c) The fact that you are a credit provider to me / us.
- (d) Payments which are overdue more than 60 days, and for which collection action has commenced.
- (e) Advice that payments are no longer overdue.
- (f) Cheques drawn by me / us that you have dishonoured more than once.
- (g) In specified circumstances, that in your opinion I have committed a serious credit infringement.
- (h) That the credit provided to me / us by you has been discharged.

Authority for you to get credit information

To enable you to assess my / our application for commercial or personal credit, in relation to this application and any further application which I / We may make for new or increased credit, I / We authorise you to get reports from a credit reporting agency or other business that provides information about credit worthiness.

Authority for trade insurers

In accordance with Section 18K(1) (c) of the *Privacy Act*, I / We authorise you to give any information to a trade insurer for any purpose relating to an application for commercial credit.

Bankers' opinions

I / We authorise you to give and receive bankers' opinions about my business, trade or profession.

Authority to exchange information with other credit providers

In accordance with Section 18N (1) (b) of the *Privacy Act*, I / We authorise you to give information to and get information from all credit providers named in this application or credit report issued by a credit reporting agency. I / We understand this can include information about my/our credit worthiness, credit standing, credit history or credit capacity.

SIGNATURE OF APPLICANT (S)

WITNESS TO SIGNATURE (S):

DATE:

Have you spoken with an Officer from the TSRA.

YES / NO

If Yes who was your contact

Please return completed copy to:

TSRA
PO Box 261
THURSDAY ISLAND QLD 4875