|  |  |  |  |
| --- | --- | --- | --- |
| **Company Details** | | | |
| Company Name: |  | | |
| Company ABN: |  | | |
| Postal Address: |  | | |
| Business Address: |  |  |  |
| Telephone: |  | Fax: |  |

|  |  |
| --- | --- |
| **What Type of Goods/Services do You Supply** | |
| Goods/Services Supplied: |  |

|  |  |
| --- | --- |
| **International Companies are Required to Supply Business Registration Certificate/Documents**  **(Refer to ASIC website for more information on Foreign Companies)** | |
| Australian Registered Body Number - “ARBN” |  |

|  |  |
| --- | --- |
| **Contact Details** | |
| Remittance Advice Email: |  |
| Purchase Order Email: |  |
| Contact Person Name: |  |
| Contact Number: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Bank Details:**  ***Please supply banking details on company letter head or a blank company invoice*** | | | |
| RQ Payment Terms: | 30 Days from Invoice Date | Payment Reference: | RQ |

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| --- | --- | --- | --- |
| **Verification (*Please sign to verify that the above information is true and correct and you agree to***  ***Racing Queensland’s payment terms as stated unless otherwise agreed to in writing)*** | | | |
| Name: |  | | |
| Signature: |  | Date: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Racing Queensland Requestor Name and Signature** | | | |
| Name: |  | | |
| Signature: |  | Date: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Racing Queensland Purchasing Manager Name and Signature** | | | |
| Name: |  | | |
| Signature: |  | Date: |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Racing Queensland Finance use only** | | | | | | | | | |
| BSB Check: | Yes | | | No | | ABN Check: | Yes | | No |
| If No ABN – Is Withholding Tax to be Applied: | | | | | | | Yes | | No |
| **Approved by Finance (name):** | | |  | | | | | Date: |  |
| ***New Supplier Code:*** | |  | | | Email Applicant: | | Yes | | No |