

VENDOR REQUEST FORM

Australian Rail Track Corporation Ltd ABN: 75081455754

COMPANY DETAILS			
ABN			
ENTITY TYPE The Entity Type must match ABN. To check visit www.abr.business.gov.au and enter ABN number Refer to second column for additional checks and documents to be supplied as a separate attachment	<input type="checkbox"/> Individual / Sole Trader	Complete form and ARTC's Contractor Questionnaire	
	<input type="checkbox"/> International	Complete form (no ABN) only if an Australian bank account is supplied. For overseas bank accounts, contact ARTC for alternate arrangements	
	<input type="checkbox"/> Trust	Complete form and supply the below pages of trust deed: 1) Front/Cover page of trust 2) The settler's nomination of the trustees (schedule pages) 3) The signature page and any trustee amendments	
	<input type="checkbox"/> Company, Partnership or Other	Complete form	
TRADING NAME ASIC site www.asic.gov.au			
ENTITY NAME ABR site www.abr.business.gov.au			
REGISTERED FOR GST?	DO YOU EMPLOY SUB-CONTRACTORS? If yes, a sub-contractor statement must be supplied with each invoice	DO YOU ACCEPT CREDIT CARD?	
ARE YOU REGISTERED IN AVETTA? If yes, enter your Avetta ID	ARE YOU REQUIRED TO SUPPLY A LABOUR HIRE LICENCE? If yes, enter your LHL number for each state		
CONTACT DETAILS			
ADDRESS Include suburb, state, postcode			
POSTAL ADDRESS Include suburb, state, postcode			
CONTACT NAME		POSITION	
PHONE		EMAIL	
OTHER DETAILS			
ACCOUNT DETAILS			
EFT PAYMENT METHOD – default terms are 30 days from invoice date on a 30 day payment cycle			
PAYEE NAME If different from above		BANK	
ACCOUNT CONTACT		BSB	
PHONE		ACCOUNT NO	
EMAIL		ADDITIONAL COMMENTS	
<input type="checkbox"/> I agree that all information stated above and any attached documents are true and accurate to be established in ARTC's purchasing system Name & Date			
<input type="checkbox"/> I agree to ARTC's purchase order terms & conditions if goods and services are supplied against a Purchase Order. If engaged under an executed contract, the executed Contract terms & conditions will apply, disregard the purchase order terms and conditions			
Click on button after completion to lock and email form back to your ARTC Representative			