

# Motorpass online application form

Please return completed applications to:  
Motorpass Reply Paid 5342 Melbourne VIC 8060

**Enquiries: 1300 722 525 Fax: (03) 9274 9170**



## CHECK LIST

To assist you in completing your Motorpass application form, please check that your business meets all of the following requirements for an account.

- ✓ You are an ABN registered business
- ✓ You have been in business for at least 6 months
- ✓ You have a good credit history

To assist us to process your application form, we may ask you to provide the following information.

- 2 year's financial information; please ask your accountant to provide you with PDF copies of your financial statements and tax returns, and simply email them to [acceptance.team@retaildecisions.com.au](mailto:acceptance.team@retaildecisions.com.au)
- Alternatively, please contact your accountant and ask them to provide the relevant information to Retail Decisions, as requested.

## ACCOUNT TYPE (Please tick box provided)

Company  Partnership  Incorporated Club/Assoc.  Other:

Please fill in account details

## ACCOUNT DETAILS (All applicants to complete relevant sections)

Registered company name (in full):

Company ABN:

Company ACN:

Trustee (if applicable):

Business trading name:

Trading address:

Postal address:

Contact name:

Position:

Type of business / industry:

Telephone number (landline): **mandatory**

Fax number:

Mobile phone: **mandatory**

Email address: **mandatory**

Date business commenced, if under 3 years, details of owners'/directors' previous experience

Registered for GST?

Yes  No

## CREDIT LIMIT REQUESTED

Please calculate your requirements for all of the cards on your account per month  
Fuel & Oil All other purchases such as tyres, service, repairs

\$

\$

Total credit limit requested

\$

## INDIVIDUAL APPLICATION DETAILS (To be completed by people who receive salary packaging, vehicle allowance only)

Family name:

Given name:

Residential address:

Postal address:

Mobile phone:

Telephone number (landline): **mandatory**

Email address:

Driver's Licence number:

Expiry date:

Date of birth:

Position held:

Employer:

Employer's phone number (landline): **mandatory**

Mobile phone:

Employment commenced:

Full time  Part time

Monthly income (after tax):

\$

Total assets:

\$

Total monthly expenses:

\$

Total liabilities:

\$

Car allowance:

\$

Home arrangement:

Own  Rent  Mortgage  Boarding

Landlord's name (if applicable):

Landlord's phone number:

## CREDIT LIMIT REQUESTED

Please calculate your requirements for all of the cards on your account per month  
Fuel & Oil All other purchases such as tyres, service, repairs

\$

\$

Total credit limit requested

\$

Statements will be sent electronically, if you prefer to receive paper statements tick this box and a fee of \$2.00 per statement will apply.



Retail Decisions Pty Ltd  
ABN 68 005 970 570

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## REFERENCES (To be completed by all business applicants including sole traders)

Name of external accountant:

Trade reference 1:

Trade reference 2:

Telephone number (landline): **mandatory**

Telephone number (landline): **mandatory**

Telephone number (landline): **mandatory**

## PAYMENT OPTIONS

### OPTION 1: Direct Debit Request

Request and Authority to debit the account named below to pay ReD.

#### Request and Authority to Debit

Surname or Company:

Given names or ABN/ARBN:

("you")

We request and authorise ReD (Direct User Identification Number 028424) to arrange, through its own financial institution, for any amount ReD may debit or charge us from time to time to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified below and paid to ReD, subject to the terms and conditions of the Direct Debit Request Service Agreement.

#### Insert the name and address of financial institution at which account is held

Financial institution name:

Address:

#### Insert details of account to be debited

Name of account:

BSB number:

Account number:

#### Acknowledgement

By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and us as set out in this Request and in this Direct Debit Request Service Agreement. Debit Payments will be made fourteen days after the issue of a billing advise.

#### Before signing, please read the Direct Debit Request Service Agreement.

Signature:

Date:

(For a company, sign and print full name and capacity for signing e.g director)

Full name:

Capacity:

Address:

## DIRECT DEBIT REQUEST SERVICE AGREEMENT

This agreement sets out the terms on which you have authorised ReD to arrange for amounts owing to ReD to be debited from your account at your financial institution.

### 1. Debiting arrangements – Our (ReD's) obligations to you

The details of your debiting arrangement are shown in your Direct Debit Request (DDR). By you signing the DDR, you authorise us to debit the amounts that become payable to us from your account at the financial institution written on your DDR. We will only arrange for funds to be debited from your account if we have sent to the address stated on the DDR a billing advice specifying the amount payable by you to us and when it is due. If a debit date falls on a day which is not a business day, the debit will be made on the next business day. We will keep your direct debit records and account details confidential, except where the disclosure of certain information is required by law or is necessary for the purposes of this agreement. We may vary any details of this agreement at any time after giving you 14 days written notice.

### 2. Your rights

You can discuss, and in some instances change, arrangements under the DDR by phoning us on 1300 366 109. If you wish to stop, defer or cancel the payments under the DDR, you must notify us in writing at least 3 business days before the next debit date. If you consider that there has been an error in debiting your account, you should call us on 1300 366 109 in the first instance. If we cannot resolve the matter, you can still refer it to your financial institution.

### 3. Your responsibilities

It is your responsibility to:

- ensure that your financial institution accepts direct debits on your nominated account (direct debiting may not be available on all accounts);
- ensure that there are sufficient funds in your nominated account by the due date to enable debits to be made by us. If debiting is unsuccessful due to insufficient funds, we reserve the right to redraw at such times as we determine and you may be charged a fee by us and your financial institution;
- ensure that your account details on your DDR are correct and that the authority given to us to debit your nominated account is consistent with the account authority or signing instructions held by your financial institution for that account;
- advise us if your nominated account is transferred, closed or any other account details change;
- arrange a suitable payment method if your debiting arrangements are cancelled; and
- ensure that any goods and services tax on a supply made in connection with this agreement incurred by us is payable by you.

### OPTION 2: Payment by Credit Card

I/We authorise ReD to debit on an ongoing basis the credit card detailed below with the balance due in accordance with the Terms and Conditions of Account.

(Please note, a billing administration fee of 1.3% applies to all payments.)

Credit card in the name of:

Credit card numbers:

Expiry date:

Visa  MasterCard

Authorised signature:

Date:

### FEES: (To be completed by all applicants)

A once only Joining Fee of \$50 per account applies together with the following fees charged per card, monthly:

14days Direct Debit	Management Fee	Card Fee	Total Fee
<input type="checkbox"/> 1 - 3 cards:	\$9.40	\$2.13	\$11.53
<input type="checkbox"/> 4 - 7 cards:	\$8.04	\$1.82	\$9.85
<input type="checkbox"/> 8 + cards:			

Please call our Sales department for details on  
1300 722 525



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## ACKNOWLEDGEMENTS AND PRIVACY ACT AUTHORISATIONS

Please Call 1300 366 109 for a full set of Terms and Conditions of Account which govern the use of the account and Motorpass cards. Please read this section carefully and sign the declaration at the end of the section.

### Acknowledgements

#### Definitions

Except for the purpose of the declarations, the following definitions apply throughout the application form: *you* or *your* means the applicant or applicants named in this application. *ReD, us* or *we* means Retail Decisions Pty Ltd.

By making this application, you:

- request and authorise *us* to open an account in *your* name and to issue Motorpass card/s for use on the account to such persons as *you* have requested;
- acknowledge that *we* may approve the application and make an offer to *you* to provide an account to *you* on the terms and conditions set out in the Motorpass Terms and Conditions of Account (which will be supplied to *you* when an account is opened) by opening an account in *your* name;
- acknowledge that by signing the application form, signing a Motorpass card, or using, or attempting to use of a Motorpass card (whether by *you* or any other person authorised by *you*) *you* will be taken as having unconditionally accepted the Motorpass Terms and Conditions of Account as governing the use and operation of *your* account and any and all Motorpass cards issued by *us* for use on the account;
- agree to provide a copy of the Motorpass Terms and Conditions of Account (as in force from time to time) to any person authorised by *you* from time to time to use a Motorpass card;
- represent and warrant that the information provided in this application is true, correct and complete and *you* authorise *us* to check that information;
- acknowledge that *we* rely on this information to consider *your* application;
- acknowledge that a once only joining fee of \$50 per account applies;
- authorise *us* to bill the account for monthly fees (as set out in the Motorpass Terms and Conditions of Account) which are subject to variation from time to time by notice to *you* in writing; and
- authorise *us* to contact *your* bank, financial controller or accountant, trade references, contractors and landlord to verify and obtain details pertaining to this application.

### Privacy Act Authorisations

By making this application *you* are providing personal information to enable *us* to assess your application for a Motorpass Card. Without this information, *we* may not be able to process *your* application. By submitting this application *you* agree that, subject to the Privacy Act 1988, for the primary purpose of assessing *your* application and administering the Motorpass card arrangements, *we* may:

- give to a credit reporting agency personal information about *you* contained in the application or otherwise acquired by *us* and which is permitted to be kept on a credit information file;
- obtain a consumer credit report containing information about *you* from a credit reporting agency for the purpose of assessing *your* application or for the purpose of collecting overdue payments relating to commercial credit provided by *us* to *you*;
- exchange information about *you* with any credit providers named in this application or named in a consumer credit report issued by a credit reporting agency:
  - 1 to assess an application for credit by *you*;
  - 2 to notify other credit providers of a default by *you*;
  - 3 to exchange information with other credit providers as to the status of *your* account where *you* are in default with other credit providers; or
  - 3.4 to assess *your* credit worthiness; and *you* understand that the information exchanged can include anything about *your* credit worthiness, credit standing, credit history or credit capacity that credit providers are allowed to exchange under the Privacy Act 1988;
- produce this application or a reproduction of it as evidence of this application for Motorpass cards and of the Acknowledgements;

5. use *your* personal information for additional purposes including planning, product development, partner offers and research;
6. provide *you* with, or arrange for a partner to provide *you* with, marketing information including special offers for cardholders (if *you* do not wish to receive any marketing offers, please call *us* on 1300 366 109);
7. exchange information about *you* with *your* nominated referees;
8. disclose to our related entities and service providers including bankers, electronic interface switch providers, roadside assist service providers, printers, insurance companies, mail houses, solicitors, auditors, professional advisers and debt recovery agents with whom *we* have a contract such of the personal information as is necessary by *us* to enable *us* to manage *your* account;

*We* acknowledge that *you* may, without charge, request a copy of any personal information about *you* held by *us* by writing to *us* at Retail Decisions Pty Ltd GPO Box 5342 Melbourne VIC 3001.

**Declaration** I/We declare that the credit to be provided to me/us by the credit provider is to be applied wholly or predominantly for: • business purposes; or • investment purposes other than investment in residential property.

**Important** You should only sign this declaration if this credit application is wholly or predominantly for:

- business purposes; or • investment purposes other than investment in residential property. By signing this declaration *you* may lose your protection under the National Credit Code.

I/We are duly authorised to sign on behalf of the applicant.

**SOLE TRADER - Date of Birth & Driver's Licence are mandatory**

**PARTNERSHIPS - Two signatures required - Date of Birth & Driver's Licence are mandatory**

**ALL OTHER ENTITIES - Authorised Signatories**

Date of Birth:	Date of Birth:
<input type="text"/>	<input type="text"/>
Driver's Licence number:	Driver's Licence number:
<input type="text"/>	<input type="text"/>
Name: (printed)	Name: (printed)
<input type="text"/>	<input type="text"/>
Position:	Position:
<input type="text"/>	<input type="text"/>
Signature:	Signature:
<input type="text"/>	<input type="text"/>
Date:	Date:
<input type="text"/>	<input type="text"/>

## Motorpass is the easiest way to manage your vehicle expenses.



### Motorpass goes the distance with you

#### ✓ One card does it all

With our multi-branded fuel card, you can charge not only your fuel but also vehicle servicing and repair and maintenance, accommodation, car parking, car rental, taxis and more.

#### ✓ Freedom

Motorpass gives you the freedom to go anywhere. Accepted at more than 5,800 fuel and 5,400 non-fuel locations across Australia, including Coles Express, Caltex, Mobil, BP, Shell, Woolworths/Safeway, 7-Eleven, United and many independent fuel outlets nationwide.

#### ✓ Reporting made easy\*\*

With Email Exception Alerts, detailed FBT and Quarterly BAS Reports, you have all the tools to make managing your vehicles expenses simple. Our statements are ATO approved and GST compliant, meaning you never have to keep receipts.

### Motorpass puts the brakes on your expenses

#### ✓ Up to 44 payment free days

Motorpass improves your cash flow with up to 44 payment free days and a range of payment options including direct debit, cheque, BPAY and credit card. Plus no transaction fees and only one low monthly cost.

#### ✓ Save on all vehicle related expenses

Great discounts\* from all our partners including Beaufort, Best Western Hotels, Bob Jane T-Marts, Bridgestone, Cabcharge, Europcar, Goodyear Autocare, Kmart Tyre & Auto, Marshall Batteries, O'Brien, Secure Parking, Tyrepower and Ultra Tune. Keep up with the latest preferred and special Motorpass offers by visiting motorpass.com.au

#### ✓ Reduce your administration

Save time and money with our clearly defined monthly statements and additional reports. This means less paperwork for you and your accountant.

### Motorpass is your vehicle to success

#### ✓ Improved expense control

Motorpass gives you greater control over vehicle and travel related expenditure.

#### ✓ Online account management

Manage your account 24/7 online. Monthly email statements allow you to import directly into your accounting software and access your information at any time.

#### ✓ Our optional extras

**Roadside assist for standard vehicles\*\*:** Our highly competitive roadside assist program provides superior coverage and complete peace of mind. With benefits such as 24 hour breakdown, mechanical and technical assistance, unlimited service calls per year and taxi allowance, be rest assured Motorpass will be there to get you on the road again.

#### **Motorpass Truck & Van Roadside Response (MTVRR) for trucks and light commercial vehicles:**

MTVRR is a new service offered exclusively to our Motorpass cardholders. MTVRR is a FREE emergency assistance program designed specifically for trucks and light commercial vehicles. You only pay if you access the service, so relax with peace of mind that MTVRR will help get you back in business.

Simply ensure all of your cards are valid to purchase "All Products" or "All Vehicle Expenses" so that you can take advantage of this program by calling 1300 366 109.

\* Conditions apply and may be subject to change without notice. Discounts do not apply in conjunction with advertised specials.

\*\* Additional costs may apply.



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