

# CAIRNS REGIONAL COUNCIL

Tanks Arts Centre PO Box 359, Cairns QLD 4870

Phone: (07) 4032 6600 Fax: (07) 4032 2610

Email: [TanksCurator@cairns.qld.gov.au](mailto:TanksCurator@cairns.qld.gov.au)



## SUPPLIER INFORMATION & AUTHORITY FORM

### GENERAL INFORMATION

Are you: New Supplier  Existing Supplier

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

ABN: \_\_\_\_\_ Are you registered for GST: Yes No

If you do not have an ABN, complete *Statement of Supplier form*

### PAYMENT DETAILS

**Council's Payment Terms are 30 days from date of invoice as per Council's Standard Terms & Conditions**

#### Bank Account Details

Account Name \_\_\_\_\_

Bank & Branch \_\_\_\_\_

BSB  -

Account Number

**ORIGINATED  
BY TANKS  
FOR ARTIST'S  
SALES**

#### Remittances

Printed  Address \_\_\_\_\_

Fax  Number \_\_\_\_\_

Email  Address \_\_\_\_\_

**Note: 1.** Cairns Regional Council is under no obligation to verify the accuracy of the bank details provided.  
**Note: 2.** Cairns Regional Council will take no responsibility for any delay in payment or errors due to factors outside reasonable control of Cairns Regional Council, including but not limited to delays or errors in the banking system or errors in the account details supplied.  
**Note: 3.** Any future changes in bank particulars are to be notified immediately to Cairns Regional Council in writing to the above address.

### PURCHASE ORDERS

Your preference for receiving Purchase Orders –

Printed  Address \_\_\_\_\_

Fax  Number \_\_\_\_\_

Email  Address \_\_\_\_\_

### SIGNATURE

Signature: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

We declare that 1) the information on this form is correct 2) we have read & accept the Standard Terms and Conditions of Cairns Regional Council which are available on the Council's website [www.cairns.qld.gov.au](http://www.cairns.qld.gov.au) and acknowledge that the Standard Terms and Conditions form part of any contract entered into between the Supplier & Council.

#### **Cairns Regional Council – Information Privacy Statement**

Your personal information has been collected for the purpose of Supplier Information. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed only by persons authorised to do so. Your information will not be given to any other person or agency unless you have given us permission or the disclosure is required by law.