

Commercial account application form



Welcome to Linkt. Complete your details below to apply for a Commercial account. Please note that incomplete forms may delay the opening of your account.

☐ **New account**
Complete sections 2-7

☐ **Upgrade**
Complete sections 1-7

☐ **Change of Business**
Complete sections 1-7

☐ **name or ABN/ACN**

1 - Existing account(s) details

Please provide us with signatures of the primary contact of each of your existing accounts. If you require more than one page, please photocopy this form before completing. Note that remaining credits will be transferred to the new account.

| Account number | PIN | Name of primary contact <small>As the primary contact, I authorise the transfer of all nominated vehicles and all tags from this account, plus the closure of this account.</small> | Job title | Signature |
|----------------------|----------------------|--|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

2 - Details for New Account, Company or Individual/Sole Traders details (all fields must be completed)

All applications will undergo a credit check and we reserve the right to request for additional financial security if we consider you pose a credit risk. Failure to provide all required data may delay processing of your application.

☐ Australian Private Company (ACN) / Australian Required Body Number (ARBN)*

☐ Individual/Sole Trader
ABN*

Company/Individual/Sole Trader/Partnership name*

Trading name*

Line of business*

Please provide details of a minimum of two directors if entity is a partnership.

1. Director personal details

Title First name*

Surname*

Date of birth*

2. Director personal details

Title First name*

Surname*

Date of birth*

3. Director personal details

Title First name*

Surname*

Date of birth*

Current residential address*

House/Unit no.*

Street name*

City/Suburb*

State* Postcode*

Current residential address*

House/Unit no.*

Street name*

City/Suburb*

State* Postcode*

Current residential address*

House/Unit no.*

Street name*

City/Suburb*

State* Postcode*

3 - Details of business contact person/s*

Primary contact*

| | |
|----------------------|----------------------|
| Title | First name |
| <input type="text"/> | <input type="text"/> |
| Surname | |
| <input type="text"/> | |
| Telephone number | |
| <input type="text"/> | |
| Fax number | |
| <input type="text"/> | |
| Mobile number | |
| <input type="text"/> | |
| Email address | |
| <input type="text"/> | |

Secondary contact*

| | |
|----------------------|----------------------|
| Title | First name |
| <input type="text"/> | <input type="text"/> |
| Surname | |
| <input type="text"/> | |
| Telephone number | |
| <input type="text"/> | |
| Fax number | |
| <input type="text"/> | |
| Mobile number | |
| <input type="text"/> | |
| Email address | |
| <input type="text"/> | |

Invoice contact*

| | |
|----------------------|----------------------|
| Title | First name |
| <input type="text"/> | <input type="text"/> |
| Surname | |
| <input type="text"/> | |
| Telephone number | |
| <input type="text"/> | |
| Fax number | |
| <input type="text"/> | |
| Mobile number | |
| <input type="text"/> | |
| Email address | |
| <input type="text"/> | |

Each contact needs to supply a unique 6-8 digit security pin to allow secure telephone access to your Linkt account

Account access number (PIN)

☐ Use my email address (above) as my user name

☐ Choose a different user name

Account access number (PIN)

☐ Use my email address (above) as my user name

☐ Choose a different user name

Account access number (PIN)

☐ Use my email address (above) as my user name

☐ Choose a different user name

Web user name

Web user name

Web user name

Tag delivery address*

Must be street address

Mailing address*

| | | | |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | City | State | Postcode |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Mailing address for tax invoice

Complete only if different from above

Mailing address*

| | | | |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | City | State | Postcode |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4 - Linkt electronic invoices*

e-Invoices are provided monthly free of charge. You'll be notified by email and receive three files with trip details in PDF, CSV and RAW formats.

Please note: Any time you request a copy of a detailed invoice to be sent to your nominated postal address, a one-off requested statement fee will be charged to your account.

Email address for electronic invoices

Which date of the month do you wish to have your invoices issued?

5 - Existing account(s) detail

Please complete the table below with all the details of existing vehicles and any vehicles you wish to add to this account. A tag will be issued for each new vehicle listed on the table. If you require more than one page, please photocopy this form before completing. You can supply this information to us electronically by setting up a spreadsheet in the same format and emailing it to us. Please make sure you complete all the relevant details. Make, model, tag device number, and Fleet ID are not required when adding a motorcycle.

ALL TAGS FROM EXISTING LINKT ACCOUNTS (SEE SECTION 1) WILL BE TRANSFERRED UNLESS RETURNED

| Registration number | State | Make | Model | Tag no. (if applicable) | Fleet ID (if optional) |
|----------------------|----------------------|----------------------|----------------------|-------------------------|------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

The class of your vehicle, along with the distance you travel, will determine the tolls you pay. For more information visit linkt.com.au/vehicleclass *Mandatory field

6 - Account payment details

How would you prefer
pay your invoices?(please

☐

Direct debit from bank account
fill in the Direct Debit reasons call 13
Request attached)

☐

Automatic charge to credit card (for privacy
33 31 with credit card
details). A credit card surcharge fee may be
applied.

☐

Manual payment to

7 - Customer Service Agreement

I authorise the new account to be opened in the name of the Company or Individual/Sole Traders name advised in section 2 and accept the Commercial Account Customer Service Agreement (available at linkt.com.au). I request payment via the method indicated above and am authorised to sign for the transfer of funds. Company Director to sign**

Title* First name Surname Job title

Signature

Date

☐

Linkt may occasionally wish to advise you of special offers by way of direct marketing. Linkt does not allow others to use your details for marketing purposes. If you do not want Linkt to contact you directly for such offers, please tick the box.

BOTH PARTNERS NEED TO SIGN IF ENTITY IS A PARTNERSHIP

Signature

Date

☐

I agree to the terms and conditions including the [Commercial Account Customer Service Agreement](#), and acknowledge that I have read and understood the [Privacy Policy](#), [Credit Reporting Policy](#) and [Statement of Notifiable Matters](#)** which are all available online by visiting linkt.com.au.

*Mandatory field

**CEO/CFO/Financial Controller can sign this section if Company Director is unavailable.

*^ Our Statement of Notifiable Matters includes information about how we manage your credit-related personal information, including (a) the credit reporting bodies we are likely to disclose your information to, (b) your rights in relation to your credit-related information, and (c) how to access our Credit Reporting Policy. If you would like a copy of this statement in an alternative form, such as a hard copy, please call us on 13 33 31 or you can send an email to privacy@transurban.com.

Once you have completed this form in full:

- please email it to us at commercialbris@linkt.com.au
- fax it to **1300 559 920**
- or post it to **Linkt, Reply Paid 87288, VIRGINIA BC, QLD 4014.**

If you would like more information, you can visit linkt.com.au, email us at linktdocuments@linkt.com.au or call 13 33 31. For operating hours please visit our website.



Direct Debit Request - Commercial

Request for debiting amounts from your bank account and crediting them to your Linkt account via the direct debit system. Please fill in all fields for prompt processing.

Contact details of bank account holder

| | | |
|----------------------|----------------------|----------------------|
| Title | First name | Surname |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Telephone (work) | Telephone (home) | Mobile |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Mailing address | City | State |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Postcode | <input type="text"/> | |
| Email address | <input type="text"/> | |

Details of account to be debited

| |
|-------------------------------|
| <input type="text"/> |
| Branch name |
| <input type="text"/> |
| Name of account to be debited |
| <input type="text"/> |
| BSB number |
| <input type="text"/> |
| Account number |
| <input type="text"/> |

Credit card details

Name of financial institution where account is held You may nominate a credit card account as your monthly payment method and we accept Visa, MasterCard, American Express and Diners Club. The card holder must be added as an account contact.

For privacy reasons, please call 13 33 31 with credit card details.

Authorise

| | |
|---------------------------------|----------------------|
| Surname of customer(s) I/we | Given name(s) |
| <input type="text"/> | <input type="text"/> |
| Of company name (if applicable) | ABN |
| <input type="text"/> | <input type="text"/> |

authorise Queensland Motorways Management Pty Ltd APCA User ID number 068471 to arrange for funds to be debited from my/our account at the financial institution identified above and as prescribed through the Bulk Electronic Clearing System. This authorisation is to remain in force in accordance to the terms described in the Direct debit request service agreement (see overleaf).

The Debit User (Queensland Motorways Management Pty Ltd) to verify the details provided above with my/our financial institution.

The financial institution to release information allowing the Debit User (Queensland Motorways Management Pty Ltd) to verify the account details provided above.

| | | | |
|----------------------|---|----------------------|---|
| Customer Signature | Date | Customer Signature | Date |
| <input type="text"/> | <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> | <input type="text"/> | <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> |

If joint account, all signatures are required.

Once you have completed this form in full: please email it to us at commercialbris@linkt.com.au, fax it to **1300 559 920** or post it to **Linkt, Reply Paid 87288, VIRGINIA BC, QLD 4014**.

If you would like more information, you can visit linkt.com.au, email us at linktdocuments@linkt.com.au or call 13 33 31. For operating hours please visit our website.

Direct Debit Request Service Agreement ("Agreement")

- This agreement provides for automatic payments to be made from your nominated bank account for the purposes of making payments to your Linkt account with Queensland Motorways Management Pty Ltd.
This authority will remain in force until its cancellation or the closure of your Linkt account.
- You will be advised 14 days in advance of any changes to the Direct Debit arrangements.
- For all matters relating to the Direct Debit arrangements, you will need to:
Phone our Contact Centre on 13 33 31; and/or
Send written correspondence to the company at Reply Paid 87288, VIRGINIA BC QLD 4014 outlining the request/ issue. This request must include your name, your Linkt account number and a contact telephone number. You should allow three working days for any amendments to take effect.
- You should be aware that:
 - Direct debiting through Bank Electronic Clearing System (BECS) is not available on all bank accounts; and
 - Account details should be checked against a recent statement from your financial institution. If you are in any doubt, you should check with your financial institution before completing the drawing authority.
- It is your responsibility to ensure sufficient cleared funds are available in the nominated bank account when the payments are to be drawn.
- If there are insufficient funds in your nominated account and your bank dishonours a payment then:
 - The amount of the dishonoured payment will be debited to your Linkt account.
 - The company reserves the right to debit your Linkt account any bank charges and costs it may incur as a result of the dishonour.
 - All tags linked to your Linkt account will be suspended when your Linkt account is in debit, and will remain suspended until your Linkt account is returned to credit.
 - The company may take other action contemplated in the terms and conditions applicable to your Linkt account: additional fees and charges may apply.
- All customer records and account details will be kept private and confidential and will only be disclosed: If you consent;
To the extent required by law, for example if a court order requires disclosure; or For the purposes of this agreement, for example to settle a dispute.

1 - Credit application terms and conditions

1.1.1 Credit application warranty

The Applicant, Directors and Signatory jointly and severally represent and warrant that all information provided in (or in support of) this Application is true and correct and not misleading or deceptive and nothing has been withheld which is material to any decision by Queensland Motorways Management Pty Ltd (QMM) to provide credit and they are duly authorised to apply for credit and to execute this Application. The Applicant will, upon request by QMM, establish the truth, correctness and completeness of any information supplied by the Applicant, its Directors and the Signatory. Each of those parties will promptly notify QMM if there is any change to any of the information provided to QMM. QMM may require proof of identity from the Applicant, Directors, or Signatory.

1.2 Evaluation

QMM's evaluation of the Applicant's credit application and the information QMM obtains in connection with it including trade referees information remain confidential to QMM and will not be released to the Applicant. QMM may choose to approve or decline an Application at its sole discretion and without giving any reason to the Applicant.

2 - Payment

2.1 Trustee

Where the Applicant acts as trustee of a trust, the Applicant will be liable both in its personal capacity and in its capacity as trustee of that trust.

2.2 Recovery costs

Applicant must pay any recovery, legal and/or mercantile agent costs or expenses (including dishonoured cheque or direct debit fees) QMM incurs in collecting moneys owed by the Applicant.

2.3 Adjustments to account

QMM may at any time without notice adjust the Applicant's account balance to reflect any processing error, or the dishonouring of a payment, or of any refunds or corrections or other errors or omissions.

2.4 Default Applicant is in default under these Credit Terms if:

2.4.1 money owing to QMM is not paid by the Due Date;

2.4.2 anything in this Application is false, incorrect or misleading;

2.4.3 the Applicant breaches its obligations under these Credit Terms or its Customer Service Agreement with QMM.

2.5 If default occurs, QMM may in its discretion:

2.5.1 suspend and/or revoke the credit accommodation provided and/or require the immediate payment without deduction or demand of the outstanding balance of the account and all other money owed under these Credit Terms; and/ or

2.5.2 refuse to extend further credit to the Applicant and/or require any further transaction to be on a cash before delivery basis.

2.6 Evidential

A statement signed by a manager of QMM is prima facie evidence of the facts, matters or things detailed in it including:

2.6.1 the amount due and owing to QMM;

2.6.2 whether there has been a default in payment;

2.6.3 a notice hereunder being served on the Applicant.

2.7 Joint and several liability

An agreement, representation or warranty by the Applicant and/or Directors and/or Signatory binds them jointly and severally.

2.8 Amendment

QMM may amend these Credit Terms at any time by notifying the Applicant on any statement of account, invoice or by mail or by publishing them on our website or otherwise. Amended terms apply 7 days from notice or from any earlier use of credit facilities or toll road by Applicant.

2.9 Change in control and assignment

The credit facility is personal to, and cannot be assigned by, the Applicant. Any change in control of the Applicant without prior QMM's consent is deemed to be an assignment including a change in:

2.9.1 the composition of the Applicant's Board of Directors; 2.9.2 control over half the voting rights attaching to shares in the Applicant; 2.9.3 control over half the Applicant's issued share capital. 2.10 Guarantee The Directors jointly and severally guarantee to QMM the due and punctual performance by the Applicant of its obligations under these credit terms and under the Customer Service Agreement including all monies due under those documents or otherwise for the use of the toll roads and indemnify QMM against any loss or damage (including consequential loss) which QMM may suffer or incur arising out of any breach by the applicant of any of those documents or arising out of any use or misuse of the toll roads by the Applicant or its officers, employees, servants or agents. 2.11 All monies charge

Applicant and Directors and Signatory jointly and severally charge with payment of any moneys due to QMM all their respective beneficial interests in realty (freehold and leasehold) and personalty held now or in the future by anyone or more of them. Applicant, Directors and Signatory agree that if demand is made by QMM of anyone or more of them, then each person receiving that demand (Recipient) will immediately execute a mortgage or other instrument of security, or consent to a caveat, as required, and if the Recipient fails to do so and return the same to QMM within 7 calendar days of the demand being made, the Recipient hereby irrevocably and by way of security, appoints QMM and every Officer to be severally the true and lawful attorney of the Recipient to execute and register any such instrument in the place and stead of the Recipient.

2.12 Caveat

Notwithstanding any other provision hereof, in addition to clause 2.13, QMM may lodge a caveat noting the interest given by the charge under clause 2.13 on the title of any property (real or personal) of any Recipient whenever it wishes to do so. 2.13 Costs Applicant and Recipient are jointly and severally responsible for the costs of anything done under clause 2.11 or 2.12

3 - Termination of credit

QMM may terminate the credit arrangement with the Applicant at any time by notice to the Applicant without giving any reason for doing so and whether or not the Applicant is, at the time of termination, in breach of these Credit Terms or any Customer Service Agreement. QMM is not liable to the Applicant for any termination or suspension of any credit facility made available to the Applicant.

4 - Customer Service Agreement

Applicant agrees that all tolling products supplied to Applicant will be supplied on the terms and conditions of QMM's Customer Service Agreement for that product which will bind the Applicant subject to any contrary provision in these Credit Terms. A copy of the terms and conditions may be obtained online at linkt.com.au or mailed by calling 13 33 31.

5 - Disclaimer

5.1 QMM or its holding company, Queensland Motorways Pty Limited, ACN 067 242 513 or any of the other subsidiaries of that holding company are not liable in any way (whether in contract, tort or otherwise) for any loss or damage (including consequential loss) suffered or incurred by the Applicant or its Directors in connection with the provision of (or withholding of) credit by QMM to the Applicant including where any error or omission is made by QMM or where any incorrect entries or omissions are made to the Applicant's account.

5.2 QMM does not waive a right, power or remedy hereunder or under its Customer Service Agreement if it fails to exercise or delays in exercising that right, power or remedy. A single or partial exercise of a right, power or remedy does not prevent another or further exercise of that or another right, power or remedy.

6 - Applicable law

6.1 This Agreement is governed by the laws of Queensland and the Applicant submits to the non-exclusive jurisdiction of the Courts of that State.

6.2 These Credit Terms do not exclude, limit, restrict or modify any right, entitlement or remedy conferred on the Applicant under any law where that law has mandatory application. If any of these Credit Terms is or becomes for any reason wholly or partly invalid, it shall, but only to the extent of that invalidity, be severed without prejudice to the continuing force and validity of the remaining Credit Terms.

Collection Statement

Queensland Motorways Management Pty Ltd (Linkt) (ABN 86 010 630 921) is a member of the Transurban group. Transurban respects people's privacy. We have asked for the personal information on this form so we can maintain an account for you to use the Linkt network and certain other eligible toll roads.

We may disclose your personal information to other Transurban group entities and third party service providers who we work with, including other toll road operators. We may disclose information to our overseas contractors based in the Philippines, the United States and certain other countries, although we will always take steps to ensure your personal information is kept secure and is handled in a way that is consistent with the Australian Privacy Laws. Where your account is in payment default, we may disclose your personal information to debt collection companies and credit reporting bodies. The credit reporting bodies that we deal with from time to time are listed on our website.

Our privacy policy and credit reporting policy explain how we collect, use and disclose personal information and credit information, including how to contact us with access or correction requests or if you wish to make a complaint about how your personal information or credit information has been handled. Our Linkt privacy policy is found at linkt.com.au/privacy and our credit reporting policy is available at transurban.com/transurban-credit-reporting-policy or you can ask one of our customer service representatives to send you a copy of either policy by mail.

Require assistance?

For more information about your Linkt Tag or Tagless commercial account, please visit linkt.com.au or call 13 33 31. For operating hours please visit our website linkt.com.au.