Department of **Biodiversity, Conservation and Attractions**

COMMERCIAL OPERATIONS LICENCE HOLDER
TOURISM ACCOUNT - CREDIT APPLICATION FORM

TO THE DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS

Licensed Commercial Operators conducting activities on Department of Biodiversity, Conservation and Attractions (DBCA) managed lands and waters who wish to use credit for the payment of park entry and other fees are required to apply to DBCA for approval.

Operators seeking credit facilities will be required to meet the following criteria at the discretion of the Tourism Partnerships Manager:

Once all criteria have been addressed, please send the completed Credit Application Form and all attachments to:

Attn: Tourism Partnerships Manager
NATURE-BASED TOURISM DIVISION
DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS
LOCKED BAG 104
BENTLEY DELIVERY CENTRE
BENTLEY WA 6983

Or email to: **licensing@dbca.wa.gov.au**

If you have any queries relating to your credit application please contact the Licensing Officer on (08) 9219 9978

PRIVACY NOTICE

Privacy Notice

The Department of Biodiversity, Conservation and Attractions (DBCA) collects this personal information in order to assess, approve and grant a credit facility to support operator's licensed to undertake commercial operations in Western Australia's national parks and other conservation reserves.

If you choose not to provide personal information, you will not be able to apply for a credit facility to support commercial operations in Western Australia's national parks and other conservation reserves.

For further details on how DBCA manage your personal information, you can read our Privacy Policy. If you have any questions about how your personal information will be handled, or if you would like to access your personal information, please contact privacy@dbca.wa.gov.au

SECTION 1

Application for a Credit Account to the Director General of the Department of Biodiversity, Conservation and Attractions:

I request that you open a credit account in the name of:

Licensee name:	

The licensee must be either an incorporated body or a real person only.

Trading as:	
And operating under DBCA licence number:	
ACN/ABN:	
Street Address:	
Postal Address:	
Contact Phone:	
Contact Mobile:	
Contact Email:	

Where the licensee is a real person:

Please state the licensee's full name and date of birth:	

Where the licensee is an incorporated company:

Please State the Director's full names and dates of birth:	
Share capital if an incorporated company:	

SECTION 2

Please address the following criteria thoroughly. The greater detail you can provide, the more accurate an assessment can be made of your application by the Tourism Partnerships Manager. Space is provided overleaf for any information you wish to submit.

Credit facilities will only be granted to commercial operations licence holders who can demonstrate:

1. **The account will be active to the extent of at least $1000 per month (allowing for seasonality) as determined by the Tourism Partnerships Manager.** Please provide proof that should you be granted a credit account, that it will be held active to at least $1000 per month. This may include a description of your credit history with DBCA or with another agency as well as supporting documentation.

AND

2. **A good credit record (DBCA history or other referees).** Please provide proof of your good credit rating with DBCA or other creditors. This may include a description of your payment history as well as supporting documentation. Otherwise, please provide the contact details of trade referees who can support your claim.

DBCA reserves the right to request a bank guarantee from a licence holder that would be equal to the amount of credit required. Licence holders would still be required to comply with DBCA's payment requirements.

All licence holders requesting credit facilities that are a company or incorporated body will be required to provide a personal Director's Guarantee (located in Downloads section). **For further information please contact the Licensing Officer.**

Please provide any information to support your application, in addition to Section 2 (1) and (2) above

SECTION 3

Number of Credit Payment Commercial Activity Dockets required (1 per vehicle)

Please attach any other information that may support your application.

SECTION 4

To: The Director General, Department of Biodiversity, Conservation and Attractions:

I, ...

Please print, block letters

understand and acknowledge that should I be granted credit facilities, that the facility may be withdrawn at any time due to:

- Non payment of accounts in accordance with DBCA's requirements (see licence conditions);
- The account becomes active to less than $1000 per month (allowing for seasonality) as determined by the Tourism Partnerships Manager;
- The Director's Guarantee or Bank Guarantee becomes null and void, expires, is cancelled or ceases to be valid by any other means; or
- For any other reason at the discretion of the Tourism Partnerships Manager.

In consideration of the Director General of the Department of Biodiversity, Conservation and Attractions opening a credit account for me:

I agree that in the event I do not pay to the Director General all monies owing to the Director General within 60 days of the date of the invoice the Director General may charge interest on those monies at a rate of 15% per annum until the actual payment is made in full. I agree to pay the Director General all interest charged by the Director General, and to pay all the Director General's costs (including legal and debt recovery cost and fees) incurred in recovering monies which I may owe to the Director General.

I, the licensee, by signing below specifically agree and acknowledge with the Department of Biodiversity, Conservation and Attractions as follows:

That the Department of Biodiversity, Conservation and Attractions hereby inform me that it may disclose to a credit reporting agency certain personal information about me including; information included in this application; my identification; the amount of credit applied for; payments which may become more that 60 days overdue; advice that payments are no longer overdue; a serious infringement which the Department of Biodiversity, Conservation and Attractions believes I have committed. That the Department of Biodiversity, Conservation and Attractions in assessing this application and any later requests, may obtain from a credit reporting agency a credit report containing information about my commercial activities or commercial credit worthiness. The Department of Biodiversity, Conservation and Attractions may give to and obtain from, any third party, information about my personal or commercial credit arrangements including information about my credit worthiness, credit standing, credit history or credit capacity for the particular purpose for which the information is required.

I warrant the above information is correct and acknowledge having read and being bound by the terms and conditions of credit. I declare that I am not bankrupt, have no judgments against me and have not been a director of a company that has gone into liquidation.

Signed:

Position:

Date: