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BUILDING • LANDSCAPING • TRADES • DIYers

## CREDIT APPLICATION 11/11/2025

CITY HIRE PTY LTD

ABN 25 010 142 659

**Please complete this form fully in clear block letters  
and return email to:  
accounts@cityhire.com.au**

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

.....  
City Hire Representative

### CUSTOMER DETAILS

Registered Business/Company Name	Trading Name	Customer A.C.N. / A.B.N.
<input type="text"/>	<input type="text"/>	A.C.N. <input type="text"/>
Business Address	Postal Address	A.B.N. <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Code	Code	
Telephone	Mobile	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

Public Company  Sole Trader  Pty. Limited Company  Partnership  How long have you been in business?

### DIRECTORS (IF COMPANY) or PROPRIETORS (IF PARTNERSHIP OR SOLE TRADER)

	FULL NAME	PRIVATE ADDRESS	DATE OF BIRTH
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature of Applicants If Company, complete Directors Guarantee on page 2.

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Main Activity (Plumber, Builder etc.) Monthly estimated hire \$

<input type="text"/>	<input type="text"/>
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Bank	Branch	Is your business premises leased/rented? If yes – Landlords Name	Phone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Accounts Payable Contact	Telephone	Facsimile
<input type="text"/>	<input type="text"/>	<input type="text"/>

### TRADE REFERENCES.

### PHONE

	PHONE
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>

In accordance with the Privacy Act (Commonwealth), I/We authorise City Hire Pty Ltd to exchange with credit providers, credit reporting agencies and credit providers named in reports from those agencies, information about my/our personal credit, commercial activities or commercial credit worthiness. I/We also state the details provided are true and correct.

**INTERESTS AND COSTS:** Accounts are due and payable within thirty (30) days of the end of the month of invoice. Credit may be cancelled/suspended without notice if accounts are not paid by the due date. The applicant agrees to pay any costs, commissions, and legal expenses whatsoever arising from the collection of overdue monies. Such interest, costs and commissions and legal expenses may be recovered as a liquidated debt. If payment is not made within the Terms and Conditions of Trade, City Hire Pty Ltd reserves the right to rescind all discounted quotations or rates and to recalculate outstanding charges. City Hire Pty Ltd reserves the right to recover the merchant fee for overdue accounts paid by credit card.

If the applicant is a Public Company or a Pty Limited Company the following guarantee and details must be completed:

Registered Office Address: \_\_\_\_\_ Post Code \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Paid Up Capital \$ \_\_\_\_\_

**Directors of** \_\_\_\_\_ (hereinafter called "the hirer") desire to enter into Hire Agreements from time to time with the Company and in consideration of the hirer so doing I/We hereby jointly and severally guarantee to the hirer the due payment by the Company of all obligations under such Hire Agreements and in the event of any default by the Company, I/We shall be deemed to become principal debtor/s to hirer on demand and agree that this guarantee shall not be in any way affected by the hirer granting time or other indulgence to the Company and that the guarantee shall bind my/our personal representatives.

Each Guarantor charges with payment of the moneys and the compliance with all obligations secured by this Guarantee and Indemnity all beneficial interests (freehold and leasehold) in land and personal property held now or in the future by a Guarantor. Each Guarantor agrees that if demand is made upon him or her by City Hire Pty Ltd that Guarantor will immediately execute a mortgage or any other instrument of security, or consent to caveat, as required by City Hire Pty Ltd and against the event that he or she fails to do so within a reasonable time from being so requested, that Guarantor hereby irrevocably and by way of security appoints any credit manager or solicitor engaged by City Hire Pty Ltd to be his or her true and lawful attorney to execute and register such instrument.

Dated this \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year)

Signature(s) of Director(s) or Proprietor(s):

Signed by the said:

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

1	_____
2	_____
3	_____
4	_____

Witness Signature: \_\_\_\_\_ Name: \_\_\_\_\_

## ADMINISTRATION

**3352 5122**

**P O Box 386**

**www.cityhire.com.au**

**Red Hill Qld 4059**

**e-mail: accounts@cityhire.com.au**

**SOUTH**

**3848 4444**

[moorooka@cityhire.com.au](mailto:moorooka@cityhire.com.au)

1049 Ipswich Road

**MOOROOKA**

**CENTRAL**

**3352 5122**

[kelvingrove@cityhire.com.au](mailto:kelvingrove@cityhire.com.au)

12 Herston Road

**KELVIN GROVE**

**NORTH**

**3881 2266**

[brendale@cityhire.com.au](mailto:brendale@cityhire.com.au)

176 South Pine Rd

**BRENDALE**

### Office Use Only

Date: \_\_\_\_\_ Approved  Delayed  NOT Approved  Code: \_\_\_\_\_

Accounts Manager: \_\_\_\_\_ Director: \_\_\_\_\_

Discount %

Application Processed:

(Non) Acceptance Sent: ..... (Date)  
(Form 93a,b,c.)

Account Method Processed:

**ACCOUNT HANDLING:** Sections 1, 2, 3 and 4 must be answered before the account can be opened.

As part of our commitment to providing a quality service to your business, we require information to ensure your account is controlled in the manner that suits you. We need you, to indicate the method of handling your orders, off-hires and invoice copy distribution. These have important security aspects for your protection and ease of conducting business with City Hire Pty Ltd.

**1. ORDERS.**

Yes      No

- Will you always issue an Order Number?

- Verbal

- Hand delivered / Email

- Do you require a job address to be shown on the invoice? (We prefer to put a job address on all contracts)

Who is authorized to use this account?

Please supply list of names & phone numbers:

1  
2  
3  
4

5  
6  
7  
8

**2. OFF-HIRE METHOD.**

YES

NO

Do you require an OFF-HIRE NUMBER for each and every Off-Hire?

**3. INVOICE** - Which method do you require for the Off Hire Invoice Original?

- Emailed to your Business Address weekly?

- Emailed to your Business Address with your monthly statement?

**4. DAMAGE COVER.**

Damage Cover on hire equipment is **compulsory**. It is included in our **Hire Rates**. See conditions of Hire

**5. STATEMENT.**

Monthly Statements are issued, generally to you by the fifth work day of the month. A '**Remittance Advice**' is included and should be used for all payments.

**Direct Deposits** must include a '**Payment Advice**' Emailed to [accounts@cityhire.com.au](mailto:accounts@cityhire.com.au)

**The Statement contains the following information:**

All invoices from the first day of the month to the last day of the month.

All payments received from the first day of the month to the last day of the month.

**All requests for credit must be received at the Head Office, in writing, within 28 days of the end of the month of invoice.**

New accounts are **strictly** administered, resulting in immediate **Stop Credit** after 45 days from the end of the month of invoice, if no payment is received.

Should you wish to modify any of these operating methods, or should a query arise in regard to your account balance. Please advise the Accounts Department immediately.

**6. PAYMENTS.**

City Hire Pty Ltd will accept payment by the following methods:

Direct Deposit to our account NAB.

**BSB 084 209 - ACC# 739 713 690**

**Credit Card** payment will be accepted during the current statement period Fee Free.

**Overdue Invoice Payments will attract an Admin Fee of \$10.00 for each payment plus any related cost of acceptance fees to process credit cards if overdue payment is made by credit card. These costs will be invoiced to your credit account.**

## HIRE AGREEMENT - CONDITIONS OF HIRE

1. In these conditions:
  - (a) The 'Owner' is City Hire Pty Limited. A.B.N 25 010 142 659, Trading as 'City Hire'.
  - (b) The 'Hirer' refers to the person, firm or corporation hiring plant from the Owner.
  - (c) The 'Plant' means all equipment, including tools, accessories and parts supplied to the Hirer, except where conditions relating to DAMAGE COVER state otherwise.
2. Hire is charged for the time the Plant is out of the possession of the Owner at the Hirer's request (inclusive of weekends and public holidays) not only the time the plant is used.
3. Hiring charges shall commence from the time the Plant is collected by the Hirer from the Owner or Owners Agent's premises, until returned to the said premises.
4. Provided the Hirer notifies the Owner immediately of any Plant breakdown, hiring charges will not be payable during the time the Plant is not working, unless such condition is due to negligence or misuse on the part of, or attributable to, the Hirer. Such notification does not absolve the Hirer from its requirements to safeguard the Plant and in the event of a breakdown the Hirer shall not repair or attempt to repair the Plant without the prior consent of the Owner.
5. The Hirer shall:
  - (a) Determine the condition and suitability of the Plant hired for the purpose required.
  - (b) Use the Plant in a skilful and proper manner and only for the purpose and within the capacity for which it was designed, acknowledging that the Owner can give no warranty as to the said capacity.
  - (c) Ensure that the Plant is operated by a suitably qualified operator (whether supplied by the Hirer at its cost, or employed and provided by the Owner) who will work entirely in accordance with the direction of the Hirer or his authorized representative.
  - (d) At his own expense service, clean, fuel, lubricate and maintain the Plant in good order and substantial repair and condition, except for prearranged major servicing which will be carried out by the Owner during normal working hours.
  - (e) Accept fully responsibility for all flat and/or damage to Tyres.
  - (f) Clean the Plant properly and thoroughly upon completion of the hire or be charged at and within the absolute discretion of the Owner a cleaning fee at our current rate per man hour for any cleaning required to be performed by the Owner or his representative/s.
  - (g) Accept full responsibility for the safe keeping of the Plant, and except as specified hereafter, indemnify the Owner for the loss, theft or damage to the Plant however caused and without limiting the generality of the foregoing whether or not loss, theft or damage is attributable to any negligence, failure or omission of the Hirer.
- In the event the arrangements made for the owner to collect the Plant. It is the Hirers responsibility for the security and protection of the Plant until collected by the owner or the owner's agent. The owner will not be responsible for the Plant until it has been collected by the owner or the owner's agent however long it takes.
- (h) Accept full responsibility for, and indemnify the Owner against all claims in respect of any injury to persons, or damage to property, arising out of the use of the Plant during the hire period however rising, whether from negligence of the Hirer or Owner or otherwise and without limiting the foregoing whether or not the Plant was being operated by a servant of the Owner or any other person for whose acts the Owner might be or is held to be responsible in connection with the operation of the Plant.
- (i) Not be entitled to lien over the Plant, nor without the Owner's prior written consent part with possession of the Plant or assign the benefit of the hire agreement nor remove the Plant or allow it to be removed from the State.
- (j) Not alter, make any additions to, deface or erase any identifying mark, plate or number on or in the Plant or in any other manner interfere with the Plant.
- (k) Understand and accept that DAMAGE COVER is included in hire rates (See also Condition 7 & 8 below).
- (l) Pay to the Owner or Owner's Agent all hire and related charges and other costs.
- (m) Accept responsibility and fully reimburse the Owner for the cost of freight to retrieve equipment abandoned for any reason.
6. Without prejudice to any other remedies available to the Owner and notwithstanding any period of hire specified, the Owner may terminate this hire agreement:
  - (a) At any time by giving the Hirer 24 hours notice of its intention so to terminate, such termination to be effective as of the expiry of the said 24 hours.
  - (b) Without notice if the Hirer shall commit any breach of the hire agreement or have a winding up petition presented against it or be wound up, or go into voluntary liquidation or commit an act of bankruptcy or if a receiver of its assets or any of them is appointed or if it makes an assignment or compromise for the benefit of its creditors or if its business is placed under official management or if it ceases to carry on business.  
Upon termination of this hire agreement as aforesaid the Owner shall be entitled to take possession of the Plant and for this purpose the Hirer irrevocably appoints the Owner its agent and authorizes the Owner to enter on any land or premises owned by or under control of the Hirer upon which the Plant is then situated and agrees to indemnify the Owner in respect of any claims, damages or expenses arising out of any action taken under this condition.
7. The Hirer is responsible for the theft, loss and damage to Plant and/or its attached tools and accessories whilst on hire and the cost of replacement or repairs to such will be charged to the Hirer. Where DAMAGE COVER charges have been charged to the Hirer, the Owner agrees upon submission of a written Police Report. To waive its right to claim for loss and damage to the Plant caused by fire, storm, collision, accident, providing adequate precautions have been taken to safeguard the Plant and the Loss and Damage was not incurred due to negligence of the Hirer. Such waiving of rights is subject to payment by the Hirer of a fee of:
  - (a) In the event of damage to the Plant:  
10% of the cost of repairs to the Plant plus full cost transport/recovery and all necessary handling charges.
- Expressly excluded from the above DAMAGE COVER is loss or damage as defined below:
  - (a) Damage caused by misuse, abuse or overloading of the Plant.
  - (b) Mysterious disappearance or wrongful conversion of the Plant.
  - (c) Loss or damage in contravention of the conditions of this hire agreement.
  - (d) Loss or damage from use in violation of any statutory laws or regulations.
  - (e) Loss or damage of tools, accessories, steels and other similar accessories.
  - (f) Damage cause to tyres and tubes by blowouts, bruises, cuts or other causes inherent in the use of the Plant.
  - (g) Loss or damage relating to lack of lubrication or other normal servicing of the Plant.
  - (h) Loss or damage to the Plant whilst located, used or loaded, transported on or over water, wharves, bridges or vessels of any kind.
  - (i) Loss or damage to motors or other electrical appliances or devices caused by overloading or artificial electrical current, including use of under-rated or excessive length of extension leads on electrical powered tools and machines.
  - (j) Damage caused by any corrosive substances e.g. caustic, cyanide, saltwater, acid etc.
  - (k) Theft of the Plant.
  - (l) Loss or damage during transport, except where transported by the Owner.
  - (m) Loss or damage to items on which the DAMAGE COVER premium is not charged.
  - (n) Any Loss or Damage caused by the negligence of the Hirer.
8. Certain conditions and warranties may be implied into the hire agreement by the Trade Practices Act and State legislation and these conditions are to be read subject to such legislation. However the Owner and the Hirer agree that in the event of the Hirer suffering any loss, damage or claim howsoever arising as a result of hiring the plant, the liability of the Owner is limited to the repair or replacement of the Plant and is not to include economic or consequential damages of any nature whatsoever.
9. The person accepting hire equipment for and on behalf of the Hirer thereby covenants with the Owner that he or she has the authority of the Hirer to make this agreement on the Hirer's behalf and is empowered by the Hirer to bind the Hirer to this agreement and hereby indemnifies the Owner against all losses and costs incurred by the Owner arising out of the person accepting the hire equipment failing to have such power and/or authority.
10. No claims for credit will be recognized after 28 days from the date of the invoice.
11. The Owner reserves the right to revise the Schedule of Hire Rates and related charges without notice.