

Are you eligible to apply?

To be eligible to apply for an AgBiz Drought Loan, the following criteria must be met.

The small business **must**:

- have a substantial part of the turnover of the business from supplying goods or services relating to primary production to farm businesses in an affected area
- be in financial need for a concessional loan as a consequence of drought affecting farm businesses in drought areas. There must have been:
 - a material reduction in the turnover of the small business, or
 - a material increase in unsecured debts to the small business by farm businesses.
- owe commercial debt
- throughout the 6 months before applying for the loan have fewer than 20 employees other than casual employees
- not be a farm business
- be assessed by the Regional Investment Corporation (RIC) as financially viable, or have sound prospects of a return to financial viability within the term of the loan
- be assessed by the RIC as having the capacity to repay the loan
- provide sufficient security for the loan
- operate as:
 - a sole trader who is an Australian citizen or permanent resident, or
 - a partnership, at least one of the partners in which is an Australian citizen or permanent resident, or
 - a trust, at least one of whose beneficiaries or unit-holders is an Australian citizen or permanent resident, or
 - a corporation (within the meaning of the *Corporations Act 2001* (Cth)) other than a public company (within the meaning of that Act), at least one of whose members is an Australian citizen or permanent resident
- be registered for tax purposes in Australia with an ABN and be registered for GST
- not be under external administration or bankruptcy

AND at least one member of the small business must under normal circumstances, contribute 75% of their labour to the small business and earn at least 50% of their income from the small business.

Before you complete this form

Before completing this form you must read the *AgBiz Drought Loan guidelines* available on the RIC website www.ric.gov.au/agbiz-drought.

This is Form 1 in a two stage application process. It is important that you fully complete this preliminary application form as the information provided will help the RIC establish whether you are eligible to apply for the loan and proceed to the next step.

If your preliminary application is:

- successful – you will be notified and sent an *Application for an AgBiz Drought Loan (Form 2)*. Form 2 will ask for further information including evidence of the financial situation of your business.
- not successful – you will be notified by phone and email.

If you are completing this form by hand and make a mistake, please initial each and every correction you make. Do not use white out on this form.

Need assistance?

Contact RIC by:

- calling **1800 875 675**
- emailing loans@service.ric.gov.au
- completing the online form at www.ric.gov.au/about/contact-us

PART A – Applicant details

Full name of applicant(s)

Name of borrowing entity

Registered business / trading name (if any)

ABN

ACN (if any)

ARBN (if any)

Primary business activity

Principal place of business (PO Box not accepted)

| | | |
|--|-------|----------|
| | State | Postcode |
|--|-------|----------|

Country (if not Australia)

Postal address (if different)

| | | |
|--|-------|----------|
| | State | Postcode |
|--|-------|----------|

Contact person's details for this application (these are the details of the applicant, that we use as the main contact)

Title

Given name(s)

Surname

Telephone

Email

PART B – Eligibility

Is a substantial part of your small business income derived from supplying goods or services relating to farm businesses in affected areas?

No **You are not eligible to apply**

Yes

In the 6 months before completing this form, has your small business had fewer than 20 employees (not including casual employees)?

No **You are not eligible to apply**

Yes

Does your small business operate as:

- a sole trader who is an Australian citizen or permanent resident, or
- a partnership, at least one of the partners in which is an Australian citizen or permanent resident, or
- a trust, at least one of whose beneficiaries or unit-holders is an Australian citizen or permanent resident, or
- a corporation (within the meaning of the *Corporations Act 2001* (Cth)) other than a public company (within the meaning of that Act), at least one of whose members is an Australian citizen or permanent resident?

No **You are not eligible to apply**

Yes

Is your small business:

- registered for tax purposes in Australia with an ABN, and
- registered for GST?

No **You are not eligible to apply**

Yes

Does your small business owe commercial debt?

No **You are not eligible to apply**

Yes

Is your small business under external administration or bankruptcy?

No

Yes **You are not eligible to apply**

Is your small business a farm business?

No

Yes **You are not eligible to apply**

Will you be able to supply three years past financial statement and tax returns?

No Please explain why

Yes

Business description

Provide a detailed description of your small business including how it is structured, its products, client base etc.

Note: Your small business must not be a farm business.

A large rectangular area with horizontal dotted lines for writing.

If you need more space, attach a page with additional details and tick this box

Financial need

As a consequence of drought affecting farm businesses, provide a detailed description of:

- the material reduction in the turnover of your small business, or
- the material increase in unsecured debts to your small business by farm businesses.

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If you need more space, attach a page with additional details and tick this box

Liabilities

List all current loans, borrowings and creditors.

Loans / Borrowings (e.g. term loans, overdraft, leasing, hire purchase, credit/store cards)

| Lending institution | Borrower's name | Loan type | Purpose / Asset charged | Expiry date (dd/mm/yy) | Interest rate % | Limit amount (e.g. for overdraft, credit card) | Annual repayment | Amount owing | |
|---------------------|-----------------|-----------|-------------------------|------------------------|-----------------|--|------------------|--------------------|----|
| | | | | | | \$ | \$ | \$ | |
| | | | | | | \$ | \$ | \$ | |
| | | | | | | \$ | \$ | \$ | |
| | | | | | | \$ | \$ | \$ | |
| | | | | | | \$ | \$ | \$ | |
| | | | | | | \$ | \$ | \$ | |
| | | | | | | | | Total owing | \$ |

If you need more space, attach a page with additional details and tick this box

Creditors

| Creditor's name | Purpose | Terms | Amount owing | |
|-----------------|---------|-------|--------------------|----|
| | | | \$ | |
| | | | \$ | |
| | | | \$ | |
| | | | \$ | |
| | | | Total owing | \$ |

If you need more space, attach a page with additional details and tick this box

Cash flow projections

Please ensure the following income and expense amounts correspond to your financial statements or cash book figures.

| Income | This financial year Actuals/Estimates | | | Next financial year Estimates | | | Three (3) years in the future | | | |
|--------|---------------------------------------|---------------------------------------|-----------------|-------------------------------|---------------------------------------|-----------------|-------------------------------|---------------------------------------|-----------------|-------|
| | Revenue Goods and services | Sales to primary producers in drought | Sales to others | Total | Sales to primary producers in drought | Sales to others | Total | Sales to primary producers in drought | Sales to others | Total |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |

If you need more space, attach a page with additional details and tick this box

Expenses

| Expense | This financial year Actuals/Estimates | Next financial year Estimates | Three (3) years in the future |
|---------|---------------------------------------|-------------------------------|-------------------------------|
| | Total | Total | Total |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |

If you need more space, attach a page with additional details and tick this box

Business turnover

Estimate the percentage of your small business turnover that comes from supplying goods or services relating to primary production to farm businesses in affected areas, under normal circumstances. Include pre-drought and within drought annual turnover and the portion of that turnover received from supplying farm businesses.

If you need more space, attach a page with additional details and tick this box

PART C – Privacy and third party statement

The RIC and the Australian Government may use personal information to assess your application and administer AgBiz Drought loans.

By completing and submitting the application, applicants consent to the RIC and the Australian Government collecting, using and disclosing their personal information to assess an application and administer AgBiz Drought loans and for any other incidental or related purpose.

The RIC and the Australian Government may disclose an applicant's personal information to any party engaged in the assessment or evaluation of the AgBiz Drought loans, for example valuation firms and Bendigo and Adelaide Bank Limited. Disclosure of information may also occur where authorised or required by law, or where the information is already in the public domain.

The RIC and the Australian Government will store personal information collected through the application form, supporting documents, the loan agreement and any monitoring and evaluation activities in compliance with the *Privacy Act 1988* (Cth).

Your personal information will not be disclosed overseas.

A full Privacy Policy is available on the website

www.ric.gov.au/about/our-commitment/privacy

PART D – Declaration

WARNING: It is an offence under Part 12 of the *Anti-Money Laundering and Counter-Terrorism Act 2006* (Cth) to provide false or misleading information, provide a false or misleading document or forge a document for use in an applicant identification procedure.

I declare that:

- the information provided in this application is true and complete.

I understand that:

- the RIC will use the information provided in this application to determine if my small business is eligible for an AgBiz Drought Loan and can progress further in the application process to Form 2.
- this application does not constitute an offer of credit or approval of this application by the RIC.
- there are two stages in the application process. Form 1 is stage 1 and Form 2 is stage 2. To receive an offer of credit both Form 1 and Form 2 are required by the RIC to make a complete assessment.

I confirm that:

- I have read and agree to the Privacy information in this application, and on the RIC website.
- I have read and acknowledged the eligibility criteria for this credit facility and reasonably believe that my small business is eligible for this credit facility.

Signature Date
Full name

About the RIC

Where did you hear about the RIC?

Rural financial counsellor Financial advisor
Accountant Local bank manager

Other (specify)

Lodging your form

Lodge your completed application, and all supporting documents, by:

- emailing to applications@ric.gov.au, or
- mailing to **The Regional Investment Corporation**
PO Box 653
Orange NSW 2800

What happens next?

Your preliminary application will be reviewed.

If your preliminary application is successful you will be notified and sent an *Application for an AgBiz Drought Loan (Form 2)*.

Form 2 will ask for further evidence of the financial situation of your business. You will need to complete Form 2 in full so that the next stage of the assessment can be completed.

If your preliminary application is unsuccessful you will be notified by phone and email.