



# Australian Business Defence Industry

## Championing the cause of the defence industry

The Australian Business Defence Industry has the influence and advocacy to represent member interests to Government and help shape defence industry policy.

The many services and networking opportunities of the Defence Industry enable members to enhance their profiles, stay in step with the defence industry and seize the latest business opportunities.

### Member benefits

- > Subscription to the Australian Business Defence Update Enews issued up to 15 times per year and widely regarded as a unique source of defence industry business intelligence, networking activities briefings, events and training activities.
- > Subscription to the Australian Business Defence Update Enews–Tender Supplement, issued weekly that covers tenders released by Defence, Federal Government, State and Territory Governments and member companies.
- > Access to the professional advice of defence specialists based in Canberra. Areas of advice include project updates, business opportunities, points of contact, policy guidance including one on one business consultations with members, particularly small to medium enterprises.
- > Invitations to Australian Business Defence Industry's regular defence networking events, business briefings, seminars and training courses.
- > Representation to Defence and Government. The Defence Industry is a member of the key committees shaping Australia's defence industry policy and also makes unsolicited representation on issues of concern to defence industry.
- > Access to industry briefings and Industry Focus Groups.

Australian Business is a wholly owned subsidiary of NSW Business Chamber. Australian Business harnesses the research, knowledge and policy achievements of the NSW Business Chamber to offer solutions that stimulate business growth nationwide and globally.

Australian Business Defence Industry  
216 Northborne Avenue,  
Braddon ACT 2612

PO Box 4255, Manuka ACT 2603

t 02 6230 1137

abdefence.com.au

The services detailed within this brochure may be supplied by Australian Business Limited, one of its related companies, or in association with pre-selected companies and service providers. The information contained in this brochure is current as at December 2014. Prices, benefits and services are subject to change at any time without notice. Please check with Australian Business Limited for full and current details.

# Membership application

## Applicant details

**Member no.** (office use only)

Company name (or name of registered proprietor)

Trading name (registered business name)

ACN/ABN

Street address

Suburb

State

Postcode

Postal address (if different to street address)

Suburb

State

Postcode

Telephone

Fax

Industry

Main products or services  
your company supplies

Number of employees

ANZIC code

## Membership package

Membership type

Membership No. (Office use only)

Recruiting representative

**Subtotal Membership** (inc GST) \$

## Membership declaration

(Please tick the appropriate box/es before signing below)

**Australian Business Limited ABN 56 077 016 874**

I, being the applicant specified above (or authorised by the applicant) hereby apply for membership of Australian Business Defence Industry membership and agree to be bound by its constitution as amended from time to time.

Name

Signature

Date

/ /

An Australian Business Defence Industry representative will be in contact to assist you in realising your membership benefits.

# Business membership application

## Also included in your membership at no extra cost – Australian Business Industrial membership

Australian Business Industrial is registered under both NSW and Federal industrial law. Between them, the Federal and State organisations work on behalf of thousands of employers to influence and change workplace laws and regulations at both levels and appear in both tribunals. If you are an employer you should be a member of Australian Business Industrial. The more members, the stronger we are. To activate your membership tick the Australian Business Industrial membership declaration box below.

### Membership declaration/s Please tick box below

**Australian Business Defence Industry membership declaration.**

The Applicant:

- a) applies for membership of Australian Business Defence Industry and agrees to be bound by the Australian Business Defence Industry Membership Agreements;
- b) consents to the Applicant's personal information being used by the Australian Business Defence Industry, NSW Business Chamber, ABSG and Affiliated Entities for collection, use, storage and disclosure of your personal information as set out in our Privacy Policy. We will use your personal information to provide membership, products and services and may also use it for product development and marketing communication purposes. The Applicant acknowledges that the NSW Business Chamber online directory is available to any third party who has internet access. For full details regarding our collection, use, storage and disclosure of your personal information, please see our Privacy Policy at [www.nswbusinesschamber.com.au/privacy-policy](http://www.nswbusinesschamber.com.au/privacy-policy)
- c) has read and understood the Membership Agreements.

**Australian Business Industrial membership declaration.**

The Applicant applies for membership of ABI and agrees to be bound by the ABI Registered Rules. The Applicant has read and understood the ABI Registered Rules.

The membership services referred to in the Membership Form may be provided by Australian Business Defence Industry, NSW Business Chamber, ABSG, ABI or Affiliated Entities. The information contained in this Membership Form is current as at February 2012. Membership fees, membership packages, products and services provided by Australian Business Defence Industry, NSW Business Chamber, ABSG, ABI or Affiliated Entities are subject to change or withdrawal at any time without notice. Please check with NSW Business Chamber for full and current details by telephoning 13 26 96.

### Membership declaration/s definitions

**ABI** means Australian Business Industrial (ABN 59 687 108 073), registered with the Commonwealth of Australia.

**ABI Registered Rules** means the registered Rules, by-laws and membership terms and conditions of ABI, as amended from time to time. The ABI Registered Rules are at [www.nswbusinesschamber.com.au/termsandconditions](http://www.nswbusinesschamber.com.au/termsandconditions).

**ABSG** is a division and trademark of NSW Business Chamber and its relevant Affiliated Entities.

**Affiliated Entities** means NSW Business Chamber's subsidiaries, affiliates, associated entities and relevant partners as the case may be or the context requires from time to time.

**Applicant** means the named applicant on this Membership Form (or an individual authorised on behalf of the named applicant).

**Constitution** means the constitution of Illawarra Business Chamber and NSW Business Chamber, as amended from time to time.

**Illawarra Business Chamber** means Illawarra Business Chamber Ltd (ACN 083 977 459)

**Membership Agreements** means the Constitution, Membership Conditions, Products + Services Conditions, Platform Access Conditions and Privacy Policy. The Membership Agreements are at [www.nswbusinesschamber.com.au/abdefence](http://www.nswbusinesschamber.com.au/abdefence).

**Membership Conditions** means the terms and conditions of membership of NSW Business Chamber, as amended from time to time.

**Membership Form** means this membership application form.

**NSW Business Chamber** means NSW Business Chamber Limited (ACN 000 014 504).

**Platform Access Conditions** means the terms and conditions of access to all relevant platforms, electronic interfaces and websites of Illawarra Business Chamber and Australian Business Defence Industry, ABSG and Affiliated Entities, as amended from time to time.

**Privacy Policy** means the privacy policy of the Australian Business Defence Industry and NSW Business Chamber, ABSG and Affiliated Entities, as amended from time to time.

**Products + Services Conditions** means relevant and applicable terms and conditions for the supply of products and services of Illawarra Business Chamber or by NSW Business Chamber, ABSG or Affiliated Entities applicable to the Applicant's membership or purchased or contracted by the Applicant, as amended from time to time.

I confirm that I am duly authorised to sign this Membership Form on behalf of the named Applicant.

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

Print name \_\_\_\_\_ Job title \_\_\_\_\_

# 4 easy ways to pay

This document will be a tax invoice for GST upon completion of payment

## 1. Credit card (please tick appropriate card type)

Member no. (office use only)

Mastercard  Visa  AMEX  Diners Club Card no.

Cardholder's name \_\_\_\_\_ Expiry date \_\_\_\_\_ / \_\_\_\_\_

Cardholder's signature \_\_\_\_\_ 4 digit security code (AMEX only) \_\_\_\_\_

Total amount payable (inc GST) \$ \_\_\_\_\_

## 2. Cheque

Make cheques payable to NSW Business Chamber

## 3. Monthly direct debit from credit card (please tick appropriate card type)

Mastercard  Visa  AMEX  Diners Club Card no.

Cardholder's name \_\_\_\_\_ Expiry date \_\_\_\_\_ / \_\_\_\_\_

Signature of cardholder \_\_\_\_\_ 4 digit security code (AMEX only) \_\_\_\_\_ Date \_\_\_\_\_

Job title \_\_\_\_\_

First debit amount of \$ \_\_\_\_\_ : to occur on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ with regular debits of \$ \_\_\_\_\_ : per month

NSW Business Chamber Limited to complete; first debit to occur on the 15th day of the month following receipt of the application; allow 7 days to process).

See terms and conditions for details [www.nswbusinesschamber.com.au/termsandconditions](http://www.nswbusinesschamber.com.au/termsandconditions)

## 4. Monthly direct debit from bank account, building society or credit union

Before completing please check your account details against a recent statement or with your financial institution. Direct debiting is not available on the full range of accounts. If in doubt, please refer to your financial institution.

Name and address of financial institution \_\_\_\_\_

Account name \_\_\_\_\_

BSB number    -    Account number

### Direct Debit Request and Authority to debit

Your surname or company name \_\_\_\_\_

Your given names or ABN/ARBN \_\_\_\_\_ "you"

Request and authorise NSW Business Chamber Limited (User ID: 416112) to arrange, through its own financial institution, a debit to your nominated account any amount NSW Business Chamber Limited has deemed payable by you. This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated above and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.

First debit amount of \$ \_\_\_\_\_ : to occur on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ with regular debits of \$ \_\_\_\_\_ : per month

NSW Business Chamber Limited to complete; first debit to occur on the 15th day of the month following receipt of the application; allow 7 days to process).

See terms and conditions for details [www.nswbusinesschamber.com.au/termsandconditions](http://www.nswbusinesschamber.com.au/termsandconditions)

### Acknowledgement

By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and NSW Business Chamber Limited as set out in this Request and in your Direct Debit Request Service Agreement. Terms and conditions can be found at [www.nswbusinesschamber.com.au/termsandconditions](http://www.nswbusinesschamber.com.au/termsandconditions)

Signature of account holder \_\_\_\_\_ Date \_\_\_\_\_

Job title \_\_\_\_\_

Second signature of account holder \_\_\_\_\_ Date \_\_\_\_\_

Second signature job title \_\_\_\_\_



# Direct Debit Request Service Agreement

This is your Direct Debit Service Agreement with NSW Business Chamber Limited (User ID 416112, ABN 54 081 424 437). It explains what your obligations are when undertaking a Direct Debit arrangement with us. It also details what our obligations are to you as your Direct Debit provider.

Please keep this agreement for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR authorisation.

## Definitions

**account** means the account held at *your financial institution* from which we are authorised to arrange for funds to be debited.

**agreement** means this Direct Debit Request Service Agreement between *you* and *us*.

**banking day** means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.

**debit day** means the day that payment by *you* to *us* is due.

**debit payment** means a particular transaction where a debit is made.

**direct debit request** means the Direct Debit Request between *us* and *you*.

**us** or **we** means NSW Business Chamber Limited (the Debit *User*) *you* have authorised by requesting a Direct Debit Request.

**you** means the customer who has signed or authorised by other means the Direct Debit Request.

**your financial institution** means the financial institution nominated by *you* on the DDR at which the **account** is maintained.

## 1. Debiting your account

1.1 By signing a *Direct Debit Request* or by providing *us* with a valid instruction, *you* have authorised *us* to arrange for funds to be debited from your **account**. *You* should refer to the *Direct Debit Request* and this **agreement** for the terms of the arrangement between *us* and *you*.

1.2 We will only arrange for funds to be debited from your **account** as authorised in the *Direct Debit Request*

or

We will only arrange for funds to be debited from your **account** if we have sent to the address nominated by *you* in the *Direct Debit Request*, a billing advice which specifies the amount payable by *you* to *us* and when it is due

1.3 If the **debit day** falls on a day that is not a **banking day**, we may direct *your financial institution* to debit your **account** on the following **banking day**. If *you* are unsure about which day your **account** has or will be debited *you* should ask *your financial institution*.

## 2. Amendments by us

2.1 We may vary any details of this **agreement** or a *Direct Debit Request* at any time by giving *you* at least fourteen (14) days written notice.

## 3. Amendments by you

3.1 *You* may change, stop or defer a **debit payment**, or terminate this **agreement** by providing *us* with at least 30 days notification by writing to:

Australian Business Defence Industry  
216 Northborne Avenue,  
Braddon ACT 2612

PO Box 4255, Manuka ACT 2603

by telephoning *us* on 02 6230 1137 during business hours.

or

arranging it through your own financial institution, which is required to act promptly on your instructions.

The full balance is payable IMMEDIATELY if you cancel your periodic payment option.

## 4. Your obligations

4.1 It is your responsibility to ensure that there are sufficient clear funds available in your **account** to allow a **debit payment** to be made in accordance with the *Direct Debit Request*.

4.2 If there are insufficient clear funds in your **account** to meet a **debit payment**:

- you* may be charged a fee and/or interest by *your financial institution*;
- you* may also incur fees or charges imposed or incurred by *us*; and
- you* must arrange for the **debit payment** to be made by another method or arrange for sufficient clear funds to be in your **account** by an agreed time so that we can process the **debit payment**.

4.3 *You* should check your **account** statement to verify that the amounts debited from your **account** are correct

## 5. Dispute

5.1 If *you* believe that there has been an error in debiting your **account**, *you* should notify *us* directly on 02 6230 1137 and confirm that notice in writing with *us* as soon as possible so that we can resolve your query more quickly. Alternatively *you* can take it up directly with *your financial institution*.

5.2 If we conclude as a result of our investigations that your **account** has been incorrectly debited we will respond to your query by arranging for *your financial institution* to adjust your **account** (including interest and charges) accordingly. We will also notify *you* in writing of the amount by which your **account** has been adjusted.

5.3 If we conclude as a result of our investigations that your **account** has not been incorrectly debited we will respond to your query by providing *you* with reasons and any evidence for this finding in writing.

## 6. Accounts

*You* should check:

- with *your financial institution* whether direct debiting is available from your **account** as direct debiting is not available on all **accounts** offered by financial institutions.
- your **account** details which *you* have provided to *us* are correct by checking them against a recent **account** statement; and
- with *your financial institution* before completing the *Direct Debit Request* if *you* have any queries about how to complete the *Direct Debit Request*.

## 7. Confidentiality

7.1 We will keep any information (including your **account** details) in your *Direct Debit Request* confidential. We will make reasonable efforts to keep any such information that we have about *you* secure and to ensure that any of our employees or agents who have access to information about *you* do not make any unauthorised use, modification, reproduction or disclosure of that information.

7.2 We will only disclose information that we have about *you*:

- to the extent specifically required by law; or
- for the purposes of this **agreement** (including disclosing information in connection with any query or claim).

## 8. Notice

8.1 If *you* wish to notify *us* in writing about anything relating to this **agreement**, *you* should write to:

Australian Business Defence Industry  
216 Northborne Avenue,  
Braddon ACT 2612

PO Box 4255, Manuka ACT 2603

t 02 6230 1137

8.2 We will notify *you* by sending a notice in the ordinary post to the address *you* have given *us* in the *Direct Debit Request*.

8.3 Any notice will be deemed to have been received on the third **banking day** after post