

- The actual terms and conditions governing the licensing and operation of postage meters, and related matters, are contained in Division 5 of Part II of the *Australia Post Terms and Conditions* as set by the Board of Australia Post pursuant to subsection 32(1)(b) of the *Australian Postal Corporation Act 1989* and as amended from time to time.

- Forward your completed licence application form to your postage meter supplier, who will verify your details and onforward to Australia Post.
- We recommend that you keep a copy of the application for your reference.



1. Proposed Licencee details

Name of proposed Licencee (Person, company or organisation name)

Company details (if applicable)

Australian Business Number (A.B.N.)

Business telephone number

Mobile telephone number (optional)

Postal address (For notices in respect of licence)

Unit number / street number / street name (with a gap between numbers and words)

Postcode

Street address of premises at which postage meter will be kept
(If same as above, show "as above")

Unit number / street number / street name (with a gap between numbers and words)

Postcode

Email address (required)

Australia Post Business Credit Account Number

(If you wish to have your postage meter resets charged to your account.)

2. Postage meter details

Make

Model

Licence number

Serial number

Has a current postage meter been traded-in on the postage meter to be licenced?

No Yes



(If yes, complete items below)

Licence number of trade-in

Serial number of trade-in

3. Signature of proposed licencee

I hereby apply for a licence to use the postage meter described in this application. I hereby declare that:

- my answers to all questions in this application are, to the best of my knowledge correct.
- I have read and agree to the *Postage Meters Service Terms and Conditions* contained in the *Postage meters conditions of use* guide current as at the date of application.
- I accept an interim licence subject to clause 4 of *Postage Meters Service Terms and Conditions*.

Name of applicant (Contact person)

Title

(Mr, Mrs, Miss, Ms)

First given name

Family name / surname

Position / title

Signature

Date (DD/MM/YYYY)

Privacy notice

Your personal information is collected only to enable us to provide you with the products / services you wish us to provide. The products / services may not be able to be provided without this information. You may request access to your personal information while it is stored by us and we will assess your request in accordance with the law. We will give you reasons where we deny access. Call 13 11 18 to contact us.