

# Authorised User Application Form



P 07 4631 6615 | F 1800 001 675 | E admin@ngr.com.au | W www.ngr.com.au  
A PO Box 3526 Toowoomba Qld 4350 | ABN 89 095 857 266

## Company Details

Trading Name	<input type="text"/>
ABN	<input type="text"/>

## Access Level

Please indicate below the level of access to NGR you will be applying for:

Payment & Contact Details     Contact Details Only     Identification

## Address

	Physical Address	Postal Address
Address	<input type="text"/>	<input type="text"/>
Suburb	<input type="text"/>	<input type="text"/>
State	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
Country	<input type="text"/>	<input type="text"/>

## Contact Details

Phone Number	<input type="text"/>
Fax	<input type="text"/>
Website	<input type="text"/>

## Administrative Representative

All correspondence (excluding legal and billing) will be forwarded to the Administrative Representative.  
The Administrative Representative will be the only person who can request a Listing Represented be added or deleted from the account. This person agrees to regularly update and maintain the details of their Listing Representative.

**PLEASE PROVIDE A COPY OF YOUR DRIVER'S LICENCE WITH YOUR APPLICATION.**

Name	<input type="text"/>		
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone #	<input type="text"/>	Fax #	<input type="text"/>
E-Mail	<input type="text"/>		

## Accounts Receivable Contact

The person within the Authorised User Organisation who receives all invoicing and accounts correspondence.

Name	<input type="text"/>		
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone #	<input type="text"/>	Fax #	<input type="text"/>
E-Mail	<input type="text"/>		

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## Technical Representative

*The only person who will have the ability and access rights to Advanced Preferences in data pickup files.*

Name

Postal Address

Suburb  State  Postcode

Phone #  Fax #

E-Mail

## Legal Contact

*This person within the Authorised User Organisation who received, reviews and comments on legal documentation.*

Name

Postal Address

Suburb  State  Postcode

Phone #  Fax #

E-Mail

## Associated Entities and/or Subsidiaries

**Payment Detail Users only:** *This information allows a Payment Details Authorised User to share data with their associated Entities and Subsidiaries, should there be legitimate operational requirements to do so.*

Entity Name

Trading As

ABN

Entity Name

Trading As

ABN

Entity Name

Trading As

ABN

*Please detail Operational Requirements that necessitate data sharing with the entities listed above.*

## Additional Information

*To ensure this application is processed quickly, NGR would ask that you provide the following information:*

What software will NGR data be imported into?

What Services do you offer to customers?

What commodities do you deal with?

Why do you want to use NGR's data?  
 Deliveries  
 Purchasing

Other:

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## Application Conditions

- 1. INCORPORATION OF STANDARD TERMS AND CONDITIONS**
  - 1.1 If your Application is accepted, we will supply you with access to the myNGR system pursuant to the terms and conditions set out in these Application Conditions and our Authorised User Terms available on request and accessible via our website [www.ngr.com.au](http://www.ngr.com.au)
- 2. DEFINITIONS**
  - 2.1 Capitalised terms in these Application Conditions have the meaning set out in our Standard Terms and Conditions unless the context requires otherwise.
- 3. COMMENCEMENT AND TERMINATION**
  - 3.1 Our Agreement commences when we supply your specified listing users with a Password for accessing myNGR and continues until terminated in accordance with the Authorised User Terms.
- 4. USAGE FEES**
  - 4.1 We will charge you Usage Fees for access to myNGR which are set out in the attached Schedule of Fees. Additional copies are available on request or may be accessed via our website [www.ngr.com.au](http://www.ngr.com.au).
- 5. GST – RECIPIENT CREATED TAX INVOICES (RCTI)**
  - 5.1 This clause applies if You have requested access to myNGR as an Authorised User for Payment Purposes, and will be receiving the Data field RCTI Permission from the Supplier.
  - 5.2 You confirm that you are a registered entity for the purposes of the GST Law.
  - 5.3 You agree to advise the Grower, through NGR, of your Australian Business Number; NGR agrees to provide you with a Grower’s Australian Business Number where that Grower supplies Agricultural Product to you.
  - 5.4 Where the Grower provides NGR with an Australian Business Number, NGR agrees to provide You with a Grower’s Australian Business Number where that Grower supplies Agricultural Product to You.
  - 5.5 You agree to issue the Grower with an RCTI in accordance with the GST Law within 28 days of the delivery of Agricultural Product by the Grower to you or within 28 days of the determination of the value of that supply, whichever is the latter.
  - 5.6 You agree not to issue an RCTI if any of the RCTI Determination requirements are not met.
  - 5.7 You agree to provide the following statement on all RCTI’s for Growers “This is a reminder that you agreed to allow us to issue RCTI’s when you signed the Grower Registration Application Form.”
  - 5.8 You appoint the Supplier as your agent to procure a “written RCTI agreement” for the purposes of the GST Law and any GST Ruling.
  - 5.9 You acknowledge and agree to read this clause with any other agreement entered between you and any Grower.

## Acknowledgement (to be completed by the Administrative Representative)

By completing and signing this form we will supply you with access to myNGR pursuant to the Authorised User Terms attached, the terms of which you agree. The Authorised User Terms are accessible via our website [www.ngr.com.au](http://www.ngr.com.au) and may be amended by us from time to time. You will receive notice of any such amendment.

Name	<input type="text"/>	Witness Name	<input type="text"/>
Title	<input type="text"/>	Title	<input type="text"/>
Company Name	<input type="text"/>	Signature	<input type="text"/>
Signature	<input type="text"/>		

I the Administrative Representative have attached a CERTIFIED copy of my drivers to this application

## To be completed by a National Grower Register (NGR) representative

Name	<input type="text"/>	Title	<input type="text"/>
Signature	<input type="text"/>		

I the NGR Representative have viewed a copy of a drivers for this application