

Crew Development Program - Mentor Form

Form Preview

Vendor Detail Information

* indicates a required field

For the purpose of contracting and payment, we refer to the vendor as the company or individual that will **receive the funds**.

Please note that any changes to the registered company name, ABN or bank account details will require resubmission of this form and re-verification of the vendor.

Has the vendor received previous funding from Screen NSW? *

☐ Yes

☐ No

☐ Unsure

Vendor Contact Information

The below information must reflect the CDP Mentor Agreement, including the Company/ Individual receiving the funds.

Vendor Name *

Organisation Name

Vendor Address *

Address

Vendor Phone Number *

Must be an Australian phone number.

Vendor Contact Email Address *

Must be an email address.

Vendor Contact Name *

Email for Remittance Advice *

Must be an email address.

Do you have an ABN? *

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☐ Yes

☐ No

ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Statement by a Supplier Form

If you do not have an ABN, please download and complete this ['Statement by a supplier' form](#) and upload it below.

Upload your 'Statement by a supplier' form here *

Attach a file:

Vendor Account Details

Bank Account *

Account Name

BSB Number Account Number

Must be a valid Australian bank account format.

The account name provided here must match the bank account name in the supporting financial documentation provided.

Branch Name *

Bank Name *

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Please attach a copy of a recent bank statement here. *

Attach a file:

Please redact all financial amounts. If your statement is undated you can redact all amounts but leave transaction dates visible to confirm the document is from the last 3 months.

You do not have to show transaction details, however, the statement must:

- Be for an account in the name of account holder/vendor
- Clearly show the BSB, account number and name of the account holder/vendor
- Be a statement on a financial institution letterhead
- Not be an online transaction list
- Be within the last 3 months
- Bank details i.e. Bank name, bank account, BSB must match supporting financial documentation provided i.e. Bank name entered must match Bank name on Bank Statement.

Please redact/mask financial amounts on bank statements.

Alternatively, if you do not have a statement, please attach a **signed letter from your bank** that includes your banking details.

Mentor Department

Department *

- ☐ Art ☐ Costume ☐ Locations ☐ Production Accounts ☐ Post-Production Supervision ☐ Production Management

Project Title *

Crew Development Program Mentor (non-grant)

Please ensure this question is answered as "Crew Development Program Mentor (non-grant)"

Declaration and Authorisation

*** indicates a required field**

Declaration

The vendor represents and warrants that this information has been submitted by an authorised representative.

By submitting this vendor form I hereby declare that:

- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;

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- All information provided including the responses to each question in the relevant sections of this form is true and correct to the best of my knowledge;
- Any information contained in this application may be disclosed to other Government agencies;
- I understand that any false declaration may impact the preparation of the agreement and related payment(s).

Authorisation

I agree *

☐ Yes

Name of individual or company authorised person *

Title	First Name	Last Name

Position

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.