



Sub-Contractor Registration Form

As a requirement of working with Ward Tipper Hire it is necessary that all Sub-Contractors complete this "Sub-Contractor Registration Form" for our Quality Assurance. It is mandatory that you supply Certificate of Currency for Public Liability, Vehicle Insurance and Workcover Policies. The sub-contractor will also need to be "code compliant" (National Code of Practice) and provide a copy of certificate.

For "Code Compliant" online registrations go to www.deewr.gov.au/building.

All Sub-Contractors are to hold a White Card and appropriate current heavy vehicle licence which must be carried at all times on all jobs.

EPA Licence if working with contaminated soils.

It is a requirement that all plant and equipment be risk assessed, registered and insured. Plant must be fitted with all Civil and Construction Site Safety Requirements. PPE must be worn on all jobs. All PPE must be supplied by contractor. Plant operators must be Competency assessed and sufficiently skilled. The Sub-Contractor may not further sublet any of the works without written agreement of Ward Tipper Hire. Sub-Contractors will be subject to random drug testing via swab or urine. Vehicles will be subject to inspection prior to commencing and must have service history records.

PPE REQUIREMENTS

(Tick to confirm)

- Long Sleeve, Long Pants Hi Vis Clothing
- Lace Up Steel Cap Safety Boots
- Hard Hat
- Safety Glasses
- Gloves

PLANT MUST BE FITTED WITH:

- Beacon Lights
- Reverse Beeper
- Warning horn
- UHF Radio
- Tarps
- Wheel Chock
- Triangles
- Fire Extinguisher
- First Aid Kit
- Spill Kit
- Plant Risk Assessment Worksheet (we can supply if needed)
- Pre-Start Sheets (we can supply if needed)
- Plant Service & Maintenance Records
- Log Book
- "DO NOT OPERATE" Tag
- Emergency Telephone Numbers
- Safety warning stickers

Additional when working with the product below also must have:

Zinc: Concentrate
Dust Mask / Respirator
Disposable Overalls

Mineral Sands
Dust Mask

Please attach copies of Certificate of Currency for Public Liability, Vehicle Insurance and Workcover Policies, "Code" Certificate, White Card & Drivers Licence we are unable to utilize any Sub-Contractors unless they provide the appropriate documentation. Please post, fax or email the completed documents back to us without delay in order for us to add you to our active, approved Sub-Contractor listing for future reference. Please also complete the Electronic Funds Transfer Details form in order for us to pay by direct deposit.

Contractor Details:

Company Trading Name _____

Registered As (Please Circle) Pty Ltd Sole Trader

Business Address _____

ABN _____

GST Registered (Please Circle) Yes No

Contact Name/Position _____

Phone _____ Fax _____ Mobile _____

Email _____

Emergency contact _____ Phone _____

a) Licence /Tickets

Drivers Licence Class _____ Licence Number _____

White Card Number _____

EPA Licence Number _____ Category _____

Ticket other _____ Ticket Number _____

Ticket other _____ Ticket Number _____

(Please attach copy)

b) Accreditations

National Code of Practice Registration No. _____

Other _____ Number _____

(Please attach copy)

c) Motor Vehicle Insurance

Motor Vehicle Insurer _____

Policy Number _____

Sum Insured _____

Expiry Date _____

(Please attach a Certificate of Currency)

d) Public Liability Insurance

Public Liability Insurer _____

Policy Number _____

Sum Insured _____

Expiry Date _____

(Please attach a Certificate of Currency)

e) Work cover / Accident Insurance

Cover type _____

Policy Number _____

Sum Insured _____

Expiry Date _____

(Please attach a Certificate of Currency)

f) Truck Details

Make.....Model.....Year.....
Registration No. Expiry Date
Truck Tare Truck GVM..... Truck GCM
Trailer TareTrailer GVM
Body – Steel or Aluminium ?.....
Do you have swinging tailgate?
Do you have an air tailgate?
Do you have spreader chains?
Do you have a reversing buzzer?
Do you have a reversing warning light?
Do you have beacon lights?
Do you have UHF radio?
Do you have an EPA licence?
Do you have tarps?
Do you maintain truck maintenance records?

We draw your attention to the Occupational Health and Safety Act that requires owners of plant and equipment to keep and accurate maintenance and safety records.

Signature..... Date

Electronic Funds Transfer Details

I/We hereby agree for all payments to be made by way of direct funds transfer to the following nominated bank account.

Company Full Name _____
Address _____
Contact Person _____
Name of Financial Institution _____
BSB Number _____
Account Number _____
Account Name _____
Account Branch _____

I/We authorize Ward Trading Pty Ltd to direct credit our nominated Bank Account for monies due.

Name of Authorized Person _____
Signature of Authorized Person _____
Dated _____