

# Environmental Upgrade Agreement Application Form

## 1. APPLICANT INFORMATION

Applicant Details		
Name (as to appear on the Environmental Upgrade Agreement):		
Business Name:		
ABN:	Legal Business Name (if different):	
Business Address:		
City:	State:	Post Code:
Postal Address (if different from above):		
City:	State:	Post Code:
Name of Primary Contact:	Role of Primary Contact:	
Phone of Primary Contact:	Email of Primary Contact:	

Property Owner Type
Please select: Individual      Partnership      Trust/Trustee/Living Trust
Joint Occupiers      Managed Investment Scheme
Other (please specify)

Authorised Signatories (as per Corporations Act 2001)	
Signatory 1 Name:	Title/Role:
Signatory 2 Name:	Title/Role:
Signatory 3 Name:	Title/Role:
Signatory 4 Name:	Title/Role:

## 2. PROPERTY INFORMATION

### Property Street Address

Number and Street:

City:

State:

Post Code:

### Property Legal Description (from title search)

### Property Type (Choose all that apply. Please enter % of total square metres for each type)

<input type="checkbox"/> Office	%	<input type="checkbox"/> Retail	%	<input type="checkbox"/> Food Service	%
<input type="checkbox"/> Hotel/Hospitality	%	<input type="checkbox"/> Warehouse	%		
<input type="checkbox"/> Education	%	<input type="checkbox"/> Residential	%		
<input type="checkbox"/> Lab	%	<input type="checkbox"/> Data Centre	%		
<input type="checkbox"/> Other (please list):	%				
<input type="checkbox"/> Other (please list):	%				

Gross floor area	(sq m)
Net lettable area	(sq m)
Is the property currently vacant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there currently building occupiers from whom you are intending to seek a portion or all of the charge?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, has the owner sent all the relevant occupiers a completed and signed copy of the Occupier Confirmation of Participation Form?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there currently a mortgage or encumbrance (registered or unregistered) on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
To fulfill your obligations under section 181A of the Local Government Act you will be required to send the mortgage holder a completed and signed copy of the Building Owner Statutory Declaration Form.	

### 3. ELIGIBILITY

Is the property currently exempt from paying rates/charges?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the property currently have outstanding rates/charges due?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you missed payment of any charges in the last three years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the total value of the environmental upgrade charges when added to any taxes, rates, charges or moneys secured by mortgages owing on the rateable land exceed the capital improved value of the land prior to the project being undertaken?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Note:** If you have answered *Yes* to any of this section’s questions, you may not be eligible for this program. Please contact the Program Administrator on 1300 432 044 or [info@sustainablemelbournefund.com.au](mailto:info@sustainablemelbournefund.com.au) to review eligibility.

### 4. AGREEMENT / SIGNATURE

The Environmental Upgrade Agreement Application Terms and Conditions (“Terms and Conditions”) set out important terms and conditions with respect to this application including the payment of an application fee, certain warranties and indemnities made by you and the limitation of our liability.

By signing this application form you agree to pay the non-refundable Application Fee via cheque or Electronic Funds Transfer to the Fund upon receipt of the invoice within the timeframe stipulated in the invoice and certify that you have read, understood and agree to the Terms and Conditions which are available to be viewed at [www.sustainablemelbournefund.com.au](http://www.sustainablemelbournefund.com.au)

Owner(s) or Owner-Authorised Person(s)		
Signatory 1 Name:	Signatory 1 Signature:	Date:
Signatory 2 Name:	Signatory 2 Signature:	Date:
Signatory 3 Name:	Signatory 3 Signature:	Date:
Signatory 4 Name:	Signatory 4 Signature:	Date:

**PLEASE PRINT THIS FORM, SIGN AND RETURN SCANNED COPY TO:**  
[info@sustainablemelbournefund.com.au](mailto:info@sustainablemelbournefund.com.au)

**OR HARD COPY TO:**  
 Sustainable Melbourne Fund  
 City Village, Level 5  
 225 Bourke Street  
 Melbourne Vic 3000

