



B&R
PLANT HIRE

VICTORIA

**CONTRACTOR
REGISTRATION PACK**

ABN 41 658 905 018

ACN 658 905 018

**ALL COMPLETED CONTRACTOR
REGISTRATION PACKS MUST BE EMAILED TO
transport@brplanthire.com**

Please forward any queries you have to the B&R Plant Hire contact.

All company and personal information are held in the strictest confidence and will not be divulged to any parties without your prior approval.

When you have read the Contractor Agreement, please:

- Complete company information
- Company checklist
- Business name registration certificate
- Public liability certificate of currency
- Equipment insurance certificate of currency
- VicRoads vehicle registration report
- Equipment details
- OHS induction card
- Valid Driver's License
- Roadworthy Report
- Operator's ticket
- EPA permits & Licenses
- GST Registration Letter
- Workcover certificate of currency
- Risk Assessments
- Photos of Plant & Equipment
- PBS Permits

Company Information

Full Company Name:	
Corporate Structure:	
Corporate Trustee:	
Trading Name:	
ABN	
ACN	
Company Directors:	
Main Contact Person:	
Mobile:	
Email:	

Business Address

Street	
Suburb	
Postcode	
State	
Country	

Bank Details

Account Name:	
BSB:	
Account Number:	

Insurances

Insurance	Policy Number	Expiry Date
WORK COVER		
PUBLIC LIABILITY		
EQUIPMENT INSURANCE		

Preferred work location(s)

Please circle preferences			
Melbourne Northern Suburbs	Melbourne Western Suburbs	Melbourne South-East Suburbs	Melbourne Eastern Suburbs

Vehicle Record

(print multiples of this section for additional vehicles)

Truck No:
Type: (circle one) Tandem Twin Steer Truck & Trailer Twin Steer & Trailer Truck & Quad
Other:

Truck Details:

Make:	Model:	Year:
Bin Type: (steel or other, specify)	Tarps: Y/N	
Reg. No:	Expiry:	
GVM:	Tare:	Payload:
Capacity	M3	T

Trailer Details:

Manufacturer:	Manufacture Year:	
Bin Type: (steel or other, specify)	Tarps: Y/N	
Reg. No:	Expiry:	
GVM:	Tare:	Payload:
Capacity	M3	T

Additional Details: (list other key aspects of vehicle)

Plant Record

(print multiples of this section for additional plant)

Type: (circle one)

Excavator | Posi-Track | Grader | Telehandler | Scissor Lift | Bulldozer
 Road roller | Franner | Crane | Forklift

Other:

Plant Details:

Make:	Model:	Year:
Tonnage (If applicable):	Tracks (steel/rubber):	
Reg. No (If applicable):	Expiry:	
(Circle one) Available for: Dry / Wet / Both	(Circle one) GPS / Topcon / None	

List of attachments:

Additional Details: (List other key aspects of plant)

Operator Record

(print multiples of this section for additional operators)

Operator/Driver 1:	
Given Name	
Surname	
Mobile	
OH&S Card	
Number	
Issuer	
Issue Date	
Expiry Date	
Driver's License	
License Number	
Expiry Date	

Operator/Driver 2:	
Given Name	
Surname	
Mobile	
OH&S Card	
Number	
Issuer	
Issue Date	
Expiry Date	
Driver's License	
License Number	
Expiry Date	

Company Checklist

	YES	NO
All drivers/operators hold a valid construction induction card (red/white card)		
All operators of your equipment have been suitably trained and are competent to carry out the work		
All operators understand that they are required to attend work on time and be fit for duty		
Drivers have been informed of their responsibility in Fatigue laws, work and rest hours		
Drivers are aware they must wear appropriate PPE whilst subcontracting to B&R Plant Hire, including but not limited to steel capped safety boots, high visibility shirt or vest & hard hat when applicable		
All vehicles/equipment hold a valid risk assessment carried out by a certified independent assessor (risk assessment valid for 12 months from the date of assessment)		
Pre-start daily checklists are carried out on all equipment prior to commencement of work and records maintained		
Regular maintenance is performed on your equipment in accordance with the manufacturers recommendations to ensure its safe operation		
All maintenance will be documented, and records kept up to date for each piece of equipment		
All equipment has an operational flashing beacon and reversing beeper/squawker		
Insurances are kept up to date and all renewed certificates of currency provided to B&R Plant Hire		
All documentation such as risk assessments, licenses, permits etc. that have an expiry must be kept up to date and maintained with B&R Plant Hire		
B&R Plant Hire to be provided with the licenses and cards for all new operators/drivers of your equipment		
B&R Plant Hire to be notified should you sell or purchase equipment in order to keep your account up to date		
You understand that some jobs require a SWMS (Safe Work Methods Statement) and agree to provide this upon request		
You understand when subcontracting to B&R Plant Hire, a B&R Plant Hire Docket will be correctly completed for works performed in line with B&R Plant Hire's requirements. The hire docket must be authorised by the customer and must not be altered once authorised.		

You understand that Hire Dockets are to be submitted to the office by 10:00 Monday but no later than 7 days from completion of works.		
You understand that the payment terms are 30 days from end of month.		

B&R Plant Hire assumes the responsibility to ensure that all contractors comply with safety, regulatory, and industry requirements. To achieve this, we must hold copies of all relevant and current information for you, your operators, and your equipment. All company and personal information are held and handled in confidence and are used for the purpose of which it was collected. Where permitted by law, B&R Plant Hire may share information provided on this form with third parties to comply with legal or regulatory requirements.

I hereby acknowledge that the information provided in the contractor registration pack is true and accurate to the best of my knowledge.

 Contractor Name

 Contractor Signature

 Date

 Witness Name

 Witness Signature

 Date

Recipient Created Tax Invoice Agreement Business registered for GST must complete the following section:



Recipient Created Tax Invoice (RCTI)

1. The Vendor, ABN _____ and B&R Plant Hire Pty Ltd ABN 41 658 905 018 hereby agree: B&R Plant Hire Pty Ltd can issue a recipient created tax invoice (RCTI) in respect of any supplies by the vendor to B&R Plant Hire Pty Ltd unless agreed otherwise.
2. The vendor will not issue tax invoices in respect to any supplies to which this agreement applies.
3. The vendor acknowledges that it is registered for GST at the time of entering this agreement and will notify B&R Plant Hire if it ceases to be registered.
4. B&R Plant Hire acknowledges that it is registered for GST at the time of entering into this agreement and that it will notify the vendor if it ceases to be registered, or if it ceases to satisfy any of the requirements of the Goods and Services TAX ruling GSTR 2000/10 (ATO determination on RCTI).
5. B&R Plant Hire will not issue a document that would otherwise be an RCTI, on or after the date when B&R Plant Hire or the vendor has failed to comply with any of the requirements of the ATO determination GSTR 2000/10.

Signed for the Vendor:

Date: ____/____/____