

To: Shelcom Corporate Services
Tel: (03) 9578 3888 Fax: (03) 9578 3844

✉ PO Box 282, Ormond, Vic 3204
📧 companies@shelcom.com.au

INSTRUCTIONS REGARDING PREPARATION OF A DIVISION 7A LOAN AGREEMENT

From: Name: _____
Company: _____
Address: _____
Phone No: _____ Fax No: _____
Signature: _____ Email: _____

The services provided by, and all orders placed with, Shelcom Corporate Services Australia Pty Ltd ("Shelcom") are subject to Shelcom's Terms and Conditions of Trade which are available on written request or may be viewed at www.shelcom.com.au/trading-terms. By using Shelcom's services and or by placing an order with Shelcom, you agree to be bound by Shelcom's Terms.



This agreement for a Division 7A Loan Agreement is without security and has a maximum term for repayment of 7 years from the date of the advance.

The maximum term under a Division 7A loan is 25 years if security (e.g. a mortgage over real property) is provided. The giving of security is complex and requires the Division 7A provisions to be closely followed.

Please advise if you require a loan term of more than 7 years and will be providing security.

Is more than one Division 7A Loan Agreement being prepared by the Lender Yes No

If Yes, how many borrowers are associated with the lender _____
(A Division 7A Agreement needs to be prepared for each Borrower separately)

If there is more than 1 borrower, please also complete the 'Division 7A Loan Agreement - Preparation of Additional Borrowers' advising of the details of the additional borrowers.

DETAILS OF LENDER

Company

Company Name: _____

A.C.N.: _____

Registered Office: _____

Directors: _____

Name of Trust: _____
(if company acts as trustee)

DETAILS OF BORROWER

Individual

Surname: Mr Mrs Ms Miss _____

Given Names: _____

Address: _____

Company

Company Name: _____

A.C.N.: _____

Registered Office: _____

Directors: _____

Name of Trust: _____
(if company acts as trustee)

DETAILS OF LOAN ADVANCE

Advance Amount:

\$

Acceptable Interest Rate **AFTER**
Benchmark Interest Rate:
(not compulsory - Benchmark Interest
Rate will apply)

e.g. Benchmark Interest Rate
plus 5%

Draw Down Date:

(the date the advance will be paid or made
available to the borrower)

Repayment Date:

must be within 7 years of the advance date

Special Instructions (if required):

PAYMENT DETAILS:

Credit Card:

Visa

Mastercard

Bankcard

AMEX

Diners

Card Number:

□□□□ □□□□ □□□□ □□□□

Expiry Date

□□ / □□

Card Holder:

Card Holders Signature:

Direct Debit:

BSB: 063 303

Account Number: 1004 9522

Please quote Invoice Number as reference.