



Drought Loan

Application form

Application tips

- Do not leave any response areas blank
- If there are response areas that are not applicable simply make a line through it with a pen before signing this application form OR if completing on computer type "Not Applicable"
- All personal information submitted within this form should match exactly with ASIC and your proof of identification documents
- If you have any questions please contact our team on 1800 875 675
- The Regional Investment Corporation (RIC) can not start assessing your application until we get all the information we ask for, including attachments from the Drought Loan Document Checklist below

Drought Loan Document Checklist	Attached	Comments
A drought management plan (in line with Part I). You can complete the details in this form or attach: your own plan, or the standalone template from the website	Yes <input type="checkbox"/>	Must be attached
Financial statements for at least the past 3 years for all entities associated with this application. These should include accountant prepared: <ul style="list-style-type: none"> • profit and loss statement • balance sheet • depreciation schedules 	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
Taxation returns The 3 most recent Taxation returns (business and personal) for all entities and individuals associated with this application Note: Taxation assessment notices are not acceptable	Yes <input type="checkbox"/>	Must be attached
Australian Taxation Office (ATO) Integrated Client Account Statement (previous 12 months) for all business entities and individuals associated with this application. These can be obtained from your accountant.	Yes <input type="checkbox"/>	Must be attached
Organisational chart for your farm business, outlining the relationship between all farm entities and individuals	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
Year-to-date actual results and cashflow budget for the remainder of the current financial year.	Yes <input type="checkbox"/>	Must be attached
Monthly cash flow projections (i.e. budget) including: <ul style="list-style-type: none"> • figures for the next financial year, and • future forecasts of cash flow for 3+ years Note: A template is available on the website www.ric.gov.au/farmers/drought#cash-flow	Yes <input type="checkbox"/>	
Year-in year-out figures Monthly cash flow projections (i.e. the expected annual figures for your farm business on the assumption that normal seasonal conditions occur, long-term average commodity prices). Note: A template is available on the website www.ric.gov.au/farmers/drought#cash-flow	Yes <input type="checkbox"/>	Must be attached
<i>If Trusts are involved in the business structure</i> – A full (executed, certified and dated) Trust Deed and any amending supplementary deed (executed, certified and dated) for each Trust	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
Rates notice for all properties owned	Yes <input type="checkbox"/>	Must be attached
Water notice current copies	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<i>For loans being refinanced</i> – Past 12 month's Bank statements for all loans being refinanced	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<i>For all other loans (i.e. those not being refinanced)</i> – The borrower's and guarantor's loan account statements for the past 12 months	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
The borrower's and guarantor's transactional account statements for the past 12 months	Yes <input type="checkbox"/>	Must be attached
Evidence of Australian citizenship or permanent residency of at least one member of the farm business. See page 16 for details	Yes <input type="checkbox"/>	Must be attached
Certified copies of Proof of Identity documents (refer to page 17) for all individuals associated with this application and certified copies of Verification of identity documents for all individuals associated with this applications application (NSW, Queensland, South Australia, Victoria and Western Australia only) see page 18 for details	Yes <input type="checkbox"/>	Must be attached



Australian Government



Drought Loan

Application form

Are you eligible to apply?

To be eligible to apply for a Drought Loan, the following criteria must be met. The farm business **must**:

- have a drought management plan
- be in the agriculture, horticulture, pastoral, apiculture or aquaculture industry
- operate as a sole trader, trust, partnership or private company
- undertake all primary production aspects of the business within Australia
- have commercial debt and the support of its commercial lender to the proposed loan
- be registered for tax purposes in Australia with an Australian Business Number (ABN) and registered for Goods and Services Tax (GST)
- not be under external administration or bankruptcy

AND at least one member of the farm business must:

- be an Australian citizen or permanent resident
- be a farmer, who in normal circumstances (i.e. outside drought) contributes 75% of their labour to the farm and earns at least 50% of their income from the farm or, if that does not apply, has the business as their principal business pursuit. If you are a recent entrant to farming and cannot meet the labour threshold, alternative options are outlined in section 3.6 of the guidelines.
- have owned and operated the business for at least the past 3 consecutive years or, if that does not apply, have at least 3 years of relevant on-farm experience.

Before you complete this form

Before completing this form we encourage you to:

- read the *Drought loan guidelines* available on the Regional Investment Corporation (RIC) website
www.ric.gov.au/farmers/drought#guidelines
- talk to us by calling **1800 875 675**.

It is important that you fully complete this form and attach all the documents requested as part of the application. An incomplete application will delay the processing time. If you are completing this application by hand and make a mistake, please initial each and every correction you make. Do not use white out on this form.

Need assistance?

Contact RIC by:

- calling **1800 875 675**
- emailing loans@ric.gov.au
- completing the online form at www.ric.gov.au/about/contact-us

PART G – Professional contacts

Contact 1

Principal Bank/Commercial Lender

Title

Given name(s)

Surname

Name of firm

Telephone

Email

Do you consent to RIC contacting this person to verify information in this application? No Yes

Do you want this person to receive copies of correspondence relating to your application? No Yes

Contact 2

Bank/Financier

Advisor/Consultant

Solicitor

Rural Financial Counsellor

Accountant

State Government Lender

Title

Given name(s)

Surname

Name of firm

Telephone

Email

Do you consent to the RIC discussing information in this application with this person? No Yes

Do you want this person to receive copies of correspondence relating to your application? No Yes

Contact 3

Bank/Financier

Advisor/Consultant

Solicitor

Rural Financial Counsellor

Accountant

State Government Lender

Title

Given name(s)

Surname

Name of firm

Telephone

Email

Do you consent to the RIC discussing information in this application with this person? No Yes

Do you want this person to receive copies of correspondence relating to your application? No Yes

If there are more than 3 professional contacts, attach a page with additional details and tick this box

PART H – Loan details

Total proposed loan amount

\$

Frequency of interest only payments? Monthly Quarterly Six monthly

How do you intend to use the loan? (e.g. purchase stock, refinance)

Note: Please ensure the values for the loan purpose equal the proposed amount you are requesting.

Loan purpose	Value
	\$
	\$
	\$
	\$
	\$

PART I – Eligibility

Drought management plan

Are you attaching your drought management plan (either your own or the template from the RIC website)?

Yes **Go to 'Financial need' on page 9**

No Complete the following tables for Drought preparedness, Drought management and Drought recovery

You must provide details of your farm business's drought management plan. Your drought management plan must link the specific activities that you propose will be funded by the loan and your drought preparedness, management and recovery strategies.

You can do this by:

- completing the tables below, or
- completing the template available on the RIC website and providing it with this application, or
- providing your own drought management plan.

If you are providing your own drought management plan, you must ensure that it covers:

- **strategies to prepare for drought:** a description of the activities and practices your farm business undertakes to prepare for drought. This might include using forecasting tools to inform production decisions, reduction or agistment of stock, changing to a more water efficient crop type etc.
- If you are applying for a loan for:
- drought management or drought recovery activities, your drought management plan must demonstrate reasonable steps have been undertaken to prepare for the effects of drought.
 - drought preparedness activities, your drought management plan must demonstrate that reasonable steps will be undertaken to prepare for the effects of drought.

PART J – Income generated

Please ensure the following sales and purchase amounts correspond to your financial statements or cash book figures.

		This financial year Actuals/Estimates		Next financial year Estimates		Year in - Year out Estimates (given normal seasons and commodity prices)	
Sales	Livestock sold (e.g. wethers, steers, porkers)	Number	Total	Number	Total	Number	Total
			\$		\$		\$
			\$		\$		\$
			\$		\$		\$
			\$		\$		\$
Purchased	Livestock purchased	Number	Total	Number	Total	Number	Total
			\$		\$		\$
			\$		\$		\$
			\$		\$		\$
			\$		\$		\$

		Last financial year (20__ Actuals)	This financial year Actuals/Estimates	Next financial year Estimates	Year in - Year out Estimates
Dairy	Average no. of milkers in daily production	head	head	head	head
	Total milk solids produced	ms/annum	ms/annum	ms/annum	ms/annum
	Gross milk proceeds	\$	\$	\$	\$

Crops	Crop type	Irrig- ated? Y/N	Area (ha)	Total yield	Total \$									

Wool	Months wool sold				
	Number shorn				
	Total kgs		kgs	kgs	kgs
	Yield %		%	%	%
	Micron				
	Total	\$	\$	\$	\$

Other	Product	Number	Total	Number	Total	Number	Total	Number	Total
			\$	\$	\$	\$	\$	\$	
			\$	\$	\$	\$	\$	\$	
			\$	\$	\$	\$	\$	\$	
			\$	\$	\$	\$	\$	\$	
			\$	\$	\$	\$	\$	\$	

Livestock

Beef / Dairy

Herd breed(s)

Type	Number	Age range	Owner	Value
Cows				\$
Heifers				\$
Steers				\$
Calves				\$
Bulls				\$
Current total				Total value \$

Normal (year in - year out) Carrying capacity Breeders Milkers Total beef (AE) Calving %

Sheep

Flock breed(s)

Type	Number	Age range	Owner	Value
Ewes				\$
Wethers				\$
Hoggets				\$
Lambs				\$
Rams				\$
Current total				Total value \$

Normal (year in - year out) Carrying capacity Ewes Total sheep (DSE) Lambing %

Pigs

Herd breed(s)

Type	Number	Age range	Owner
Sows			
Gilts			
Growers			

Current total

Licensed for SPU's No. litters/sow per year Average no. live piglets per year

Average age at sale weeks Average weight at sale kgs Farrowing %

Other livestock

Herd breed(s)

Type	Number	Age range	Owner	Value
				\$
				\$
				\$
				\$
Current total				Total value \$

Normal (year in - year out) Carrying capacity

PART L – Liabilities

Loans / Borrowings (e.g. term loans, overdraft, leasing, hire purchase, credit/store cards)

Lending institution	Borrower's name	Loan type	Purpose / Asset charged	Expiry date (dd/mm/yy)	Interest rate %	Limit amount (e.g. for overdraft, credit card)	Annual repayment	Amount owing	
						\$	\$	\$	
						\$	\$	\$	
						\$	\$	\$	
						\$	\$	\$	
						\$	\$	\$	
						\$	\$	\$	
								Total owing	\$

If you need more space, attach a page with additional details and tick this box

Creditors (e.g. trade creditors, deferred fertiliser payment)

Creditor's name	Purpose	Terms	Amount owing	
			\$	
			\$	
			\$	
			Total owing	\$

If you need more space, attach a page with additional details and tick this box

Government charges and taxation liabilities

Tick if Government charges and taxation liabilities is not applicable

List any outstanding charges or liabilities including, but not limited to: employee superannuation contributions, FBT, employee entitlements (LSL, annual leave), work cover premiums, local government authority rates, utility provider charges, PAYG withholding (group tax), PAYG instalments, GST.

Government charge / Taxation type	Name of entity owing charges / taxation	Total outstanding	Arrears amount	Included in cashflow budget? (Y, N or N/A)
		\$	\$	
		\$	\$	

If you need more space, attach a page with additional details and tick this box

Contingent liabilities (e.g. bank guarantee, export guarantee)

Institution	Borrower's name	Original loan	Asset secured	Asset value	Due date (dd/mm/yy)	Repayment	Amount owing	
		\$		\$		\$	\$	
		\$		\$		\$	\$	
							Total owing	\$

If you need more space, attach a page with additional details and tick this box

PART M – Off farm assets / liabilities

Investments

Description (e.g. shares, term deposit)	Institution	Mortgagee details (e.g. margin loans)	Interest rate	Maturity date (dd/mm/yy)	Value	
			%		\$	
			%		\$	
			%		\$	
If you need more space, attach a page with additional details and tick this box <input type="checkbox"/>					Total value	\$

Other assets

Description (e.g. rented properties, holiday homes)	Details of any loans against this asset	Value	
		\$	
		\$	
		\$	
		\$	
If you need more space, attach a page with additional details and tick this box <input type="checkbox"/>		Total value	\$

PART P – Guarantor declaration and execution (if applicable)

WARNING: It is an offence under Part 12 of the *Anti-Money Laundering and Counter-Terrorism Act 2006* (Cth) to provide false or misleading information, provide a false or misleading document or forge a document for use in an applicant identification procedure.

As a guarantor I/we:

- **declare** that the information provided in this application is true and complete and RIC will use it to determine whether or not to establish a credit facility.
- **understand** that this application does not constitute an offer of credit or approval of this application by RIC.
- **confirm** that I/we have read and agree to the Privacy disclosure at Part O of this form.

If a company – As a guarantor I/we:

- **guarantee** that we will pay any debts the company is unable to pay

Execution if Individual or Partnership

Guarantor 1

Signature  Date

Full name

Guarantor 2

Signature  Date

Full name

Guarantor 3

Signature  Date

Full name

Guarantor 4

Signature  Date

Full name

Execution for a Company or a Company as Trustee For

Company name or Company name ATF Trust

Executed in accordance with section 127(1) of the *Corporations Act 2001* (Cth) by:

Signature  Date

Full name

Signature  Date

Full name

If only one person has signed, that person states that he/she signed as sole director and sole company secretary of the company.

Other details

Where did you hear about the RIC?

Rural financial counsellor Financial advisor

Accountant Local bank manager

RIC Business Development Manager

Other (specify)

Who completed the majority of this form?

Applicant Financial advisor

Rural financial counsellor Accountant

Other (specify)

Lodging your form

Lodge your completed application, and all supporting documents, by

- emailing to **loans@service.ric.gov.au**
- mailing to **The Regional Investment Corporation**
PO Box 796
Bendigo VIC 3552
- faxing to **03 5448 2617**

Proof of identity documents

The RIC needs to confirm the identity of the following individuals included in this application:

- Sole Traders
- Partners in a Partnership
- Beneficial owners in a company
- individual Trustees to a Trust
- all authorised signatories.

Certified copies of identity documents must be provided with this application. A **certified copy means** a document that has been certified as a true copy of an original document by an acceptable referee as listed below:

- Justice of Peace
- a Police Officer
- a permanent employee of the Australian Postal Corporation with 2 or more years continuous service who is employed in an office supplying postal services to the public
- a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership
- any other individual before whom a statutory declaration may be made (see Schedule 2 of the *Statutory Declarations Regulations 2018* (Cth)).

To confirm identity we need documents that show each individual's:

- full name
- residential address (not PO Box), and
- date of birth.

The details on the identification must match the details in this application.

Note: Special provisions may be applied to Aboriginal Persons or Torres Strait Islanders.

Primary documents (provide one)
<p>Passport</p> <ul style="list-style-type: none"> • Australian passport that is current, or • Foreign passport with English translation by an accredited translator (if not in English).
<p>Current Australian Driver's Licence or Truck Licence Full, interim, provisional or learner's licences are acceptable.</p>
<p>Proof of Age Card issued by an Australian State or Territory.</p>
<p>Foreign National Identity Card with English translation by an accredited translator (if not in English).</p>
<p>Birth certificate</p> <ul style="list-style-type: none"> • Australian birth certificate, or • Foreign birth certificate with English translation by an accredited translator (if not in English).
<p>Birth Extract issued by an Australian State or Territory.</p>
<p>Citizenship certificate</p> <ul style="list-style-type: none"> • Australian Citizenship certificate, or • Foreign Citizenship certificate with English translation by an accredited translator (if not in English).
<p>Pension or Government Health Card issued by Centrelink of the Department of Veterans' Affairs. Reference number is required.</p>

If an individual's full name or residential address (not PO Box) cannot be confirmed using the primary documents, a secondary identification document may be provided.

Secondary documents (provide one)
<p>Notice of financial benefit issued by a Commonwealth, State or Territory Department (e.g. Centrelink statement) Note: Must have been issued within the past 12 months</p>
<p>Assessment or debt notice issued by the Australian Taxation Office Note: Must have been issued within the past 12 months</p>
<p>Notice issued by a Local Government Body or utilities provider that notes the provision of services to the address of the person (e.g. Council rates, water rates, electricity bill, gas bill, telephone landline bill) Note: Must be less than 3 months old.</p>

Special provisions for Aboriginal and Torres Strait Islander residents

Statement from 2 people who are recognised as Community Leaders (including elected members of an Aboriginal Council or the Community to which the individual belongs).
Must contain the individual's name and either date of birth or residential address (not PO Box).

Verification of identity

In addition to proof of identity documents, in NSW, Queensland, South Australia, Victoria and Western Australia, the following combination of documents are also required to verify your identity.

For persons who are Australian Citizens or Residents	
Category	Documents
1	<ul style="list-style-type: none"> Australian passport or foreign passport, AND Australian driver's licence or other photographic identification card issued by the Commonwealth, State or Territory, AND change of name or marriage certificate (if necessary).
2	<ul style="list-style-type: none"> Australian passport or foreign passport, AND full birth certificate or citizenship certificate or descent certificate, AND Medicare or Centrelink or Department of Veterans' Affairs card, AND change of name or marriage certificate (if necessary).
3	<ul style="list-style-type: none"> Australian driver's licence or other photographic identification card issued by the Commonwealth, State or Territory, AND full birth certificate or citizenship certificate or descent certificate, AND Medicare or Centrelink or Department of Veterans' Affairs card, AND change of name or marriage certificate (if necessary).
4	<p>OPTION 1</p> <ul style="list-style-type: none"> Australian passport or foreign passport, AND other government issued photographic identification, AND change of name or marriage certificate (if necessary). <p><i>OR if option 1 does not apply,</i></p> <p>OPTION 2</p> <ul style="list-style-type: none"> Australian passport or foreign passport, AND full birth certificate, AND other government issued identification, AND change of name or marriage certificate (if necessary).
5	<p>Note: This option can only be used if categories 1, 2, 3 or 4 cannot be met.</p> <p>See <i>What is an Identification Declaration?</i> in the next column.</p> <p>OPTION 1</p> <ul style="list-style-type: none"> Identifier Declaration, AND full birth certificate or citizenship certificate or descent certificate, AND Medicare or Centrelink or Department of Veterans' Affairs card, AND change of name or marriage certificate (if necessary). <p><i>OR if option 1 does not apply,</i></p> <p>OPTION 2</p> <ul style="list-style-type: none"> Identifier Declaration completed by an Australian Legal Practitioner, a Bank Manager, Community Leader, Court Officer, Doctor, Land Council Officeholder, Licenced Conveyancer, Local Government Officeholder, Nurse, Public Servant or Police Officer, AND Medicare or Centrelink or Department of Veterans' Affairs card, AND change of name or marriage certificate (if necessary).

For persons who are NOT Australian Citizens or Residents

Category	Documents
6	<p>OPTION 1</p> <ul style="list-style-type: none"> Foreign passport, AND another form of government issued photographic identification, AND change of name or marriage certificate (if necessary). <p><i>OR if option 1 does not apply,</i></p> <p>OPTION 2</p> <ul style="list-style-type: none"> Foreign passport, AND full birth certificate, AND another form of government issued identification, AND change of name or marriage certificate (if necessary).

What is an Identifier Declaration?

Note: This information is only relevant for Category 5.

An Identifier Declaration is a statutory declaration made by a person who is:

- at least 18 years old
- an individual who has known the borrower for at least 12 months (and is not a relative of the borrower), and
- not a party to the mortgage.

The Identifier Declaration must include the following information:

- the name, address, occupation and date of birth of the person making the declaration (the declarant)
- the nature of the relationship between the declarant and the borrower
- a statement that the declarant is not a relative of the borrower
- a statement that the declarant is not a party to the mortgage
- the length of time the declarant has known the borrower
- that to the declarant's knowledge, information and belief the borrower is who they purport to be, and
- if applicable (for Option 2 of category 5), that the declarant is an Australian Legal Practitioner, a Bank Manager, Community Leader, Court Officer, Doctor, Land Council Officeholder, Licenced Conveyancer, Local Government Officeholder, Nurse, Public Servant or Police Officer.

Note: The declarant must attend the face-to-face in-person interview and the RIC (or its agent) must complete verification of identity on the declarant in accordance with the relevant rules.