

Loan application form



Important instructions

It is important that you save a copy of this form to your desktop for completion, by selecting the "Save as a PDF" function under the "File" menu item. Failure to do so may result in lost information.

PART 1A: Applicant details

Note applications cannot be lodged in joint names. Only one person can apply for the loan.

Title	First name	Middle name(s)	Surname	Date of birth

Address details

Current street address	Postcode

Current postal address (if different from above)	Postcode

Previous street addresses if at the current address less than 5 years	Postcode
1.	
2.	

Contact details

Home telephone	Work telephone	Mobile telephone

Email - this will be used to communicate with you about your COLLECT loan application

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Driver's licence

Licence number	State where issued

Occupation

Current occupation	Employer

Next of kin

Name of next of kin currently not living with you	Their relationship to you

Next of kin's current street address	Postcode

PART 1B: Interstate applicants, if applying whilst still in Tasmania

After you have submitted your request for a loan, we will email you and the arts business within five working days to inform you of the outcome of your application. Please provide a mobile phone number and a Tasmanian contact number in case an Arts Tasmania officer needs to contact you regarding the application as it is being processed.

Tasmanian contact number

Mobile – if different from above

<input type="text"/>	<input type="text"/>
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What date are you leaving Tasmania?

When are you returning to your home address?

<input type="text"/>	<input type="text"/>
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PART 2: Arts business and artwork details

Name of arts business from which you are purchasing the artwork

Title of artwork(s)	Artist(s)	Price	Loan Requested
1.			
2.			
3.			
4.			
Total loan amount requested			

PART 3: Details of current income and commitments

Total monthly income Including wages, rental income and any other investments or income	\$
Total monthly outgoings Including rates, mortgage, utilities, living and leisure expenses, loans, investment expenses and any other expenses	\$
Uncommitted monthly income	\$

PART 4: Declaration

I confirm that I meet the eligibility requirements for a COLLECT Art Purchase Scheme loan as detailed in Part 6, and that I have read, understood and accept the Terms and Conditions detailed in Part 7 and the Notice of Consent Concerning Credit Reports and Credit information detailed in Part 8.

I declare the information provided is true and correct and that I am financially able to make monthly repayments within the 12 month period set, until the loan is paid in full.

Date

Applicants name

Signature

<input type="text"/>	<input type="text"/>	<input type="text"/>
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PART 5: Lodging your application

Supporting documentation

In order to process your application we need proof of identify and proof of address. If the staff at the arts business verified these at the time they completed your holding form then you should not need to provide us with any further documentation.

If not, then you will need to provide a copy of your photographic identification and proof of current address with this application – a driver's licence for example is *both* photo identification and proof of address. If your photo identification doesn't confirm your address then you will also need to send a copy of a utilities bill or rates notice.

If you are sending your supporting documentation separately to your Loan Application please note that it must be received within three working days of the date you submitted your loan application form.

Submitting your application

You can submit this COLLECT Art Purchase Scheme loan application form and any necessary supporting documents EITHER via email OR post.

Email

Save the application form to your desktop. (File, Save As, choose Word document).

Open the saved file and complete the required fields. Click save and close the document.

If you do not save the document to your computer before completing it, your information will be lost.

Scan and save your supporting documentation to your desktop if required.

Open a new email, attach the loan application form and the supporting documentation and send to:
collect@collect-art.com.au

Note:

Electronic submission of this form has the same effect as a formal signature, hence is the authority to act on the application including the authority to undertake credit reports.

Post

Print out a copy of your completed loan application form.

Sign it and send it along with any required supporting documentation to:
Arts Tasmania, GPO Box 536, Hobart, Tasmania 7001

Contact

Please call Arts Tasmania on 03 6165 6666 during business hours should you have any difficulty completing or submitting your loan application form or for any other enquiries about the COLLECT Art Purchase Scheme.

PART 6: Eligibility

To be eligible for a COLLECT loan you must:

Be a resident of Australia, verifiable with proof of identification and proof of address

Be 18 years of age or over

Be an individual buying art for private use not for any commercial undertaking or business activity

Not have any other outstanding COLLECT Art Purchase Scheme loans

Currently operate an Australian bank or building society account that can process direct debits

Not be a current employee of the arts business from which the artwork will be purchased

Not be a current employee of Arts Tasmania

PART 7: Terms and conditions

The commissioning or purchase of artwork through the scheme is only available through COLLECT Art Purchase Scheme approved arts businesses.

A loan application cannot be processed until Arts Tasmania has received a signed Holding Form from the arts business and has proof of your address and identity.

The loan application is subject to approval from Arts Tasmania.

Loan amounts must be between \$1 000 and \$8 500. Each artwork must be between \$550 and \$11 500.

For the purposes of the COLLECT Art Purchase Scheme, direct debit is the only form of payment available. A direct debit payment schedule will be established for an account you nominate based on 12 monthly loan instalments. The date of the repayments will be predetermined by Arts Tasmania and detailed in the Loan Agreement.

Should any one instalment due to the COLLECT Art Purchase Scheme be dishonoured, a fee, currently \$25, will be charged. This fee must be paid along with the payment of the instalment that was dishonoured.

Should any one instalment due to the COLLECT Art Purchase Scheme be unpaid within five days of the due date, the outstanding loan balance will become payable immediately and accrue interest at the rate of 13 per cent per annum.

The loan must not exceed the 12 month period or you will be charged interest on any unpaid amounts due to Arts Tasmania at the rate of 13 per cent per annum, until payment in full is made.

The loan will be increased by the sum of any interest accruing to late payments, payments in default and the court fees and legal expenses of any action incurred by the COLLECT Art Purchase Scheme arising from your default.

The loan can be paid in full at any time within the 12 month period without penalty for early repayment.

If you do not take up the offer of loan within five working days the offer may automatically lapse.

For the purposes of the COLLECT Art Purchase Scheme, you are only able to have one COLLECT loan outstanding at any one time. While you are able to purchase more than one artwork, they are required to be part of the one loan agreement and must fulfil the general eligibility for artworks.

For the purposes of the COLLECT Art Purchase Scheme the arts business lay-by system cannot be used in conjunction with the loan.

An offer of a loan is in no way an indicator of authenticity, value or merit of the work of art to be purchased. Customers must satisfy themselves as to the merit, value, investment opportunity and authenticity of any work of art purchased through the Scheme.

In the event of loss, theft or damage of the artwork, Arts Tasmania takes no responsibility for the artwork.

Loan recipients may not export the work out of Australia while any part of the loan is outstanding without the written consent of Arts Tasmania.

Loan recipients must inform Arts Tasmania of any change of address whilst any part of the loan is outstanding.

The COLLECT Art Purchase Scheme is intended for both Tasmanian and interstate residents to purchase Tasmanian works of art for their own private and personal enjoyment, and not as a commercial undertaking or business activity. Loans are not available for international residents.

Any costs relating to packing and freight must not be included in the loan application request. If applicable, packing and freight costs must be paid by you directly to the arts business before the arts business will release the artwork to you.

If the work is part of an exhibition, the work may not be released to you until after the exhibition has closed.

You understand that by completing the COLLECT Art Purchase Scheme loan application form you are authorising Arts Tasmania to undertake a credit check on you, as per Notice of Consent Concerning Credit Reports and Credit Information below.

PART 8: Notice of consent concerning credit reports and credit information

I hereby give permission for the Department of State Growth (the Department) to obtain a credit report or reports on behalf of Arts Tasmania, either consumer or commercial, from a credit reporting agency and to use such information in order to assess my application for financial assistance and/or for the purpose of collecting overdue payments.

I hereby consent to the Department supplying a credit reporting agency with personal information about my financial application, where this will comply with the *Personal Information Protection Act 2004* (Tas).

I hereby give permission for the Department to exchange information about my credit arrangements, including particulars about credit worthiness, credit standing, credit history or credit capacity, with any credit providers named in our financial application or named in any credit report, where this will comply with the *Personal Information Protection Act 2004* (Tas).

This permission remains in force for the duration of the loan.

PART 9: Right to information

The provisions of the *Right to Information Act 2009* (Tas) (the Act) apply to documents in the possession of Arts Tasmania and its business unit Arts Tasmania. Under some circumstances documents held by Arts Tasmania may be subject to disclosure in response to a request made in accordance with the Act.

PART 10: Personal information protection

The Tasmanian Government and its service providers value the privacy of every individual's personal information. We are committed to protecting the information we collect and use by compliance with the obligations provided under the *Personal Information Protection Act 2004* (Tas).

Your personal information will be collected from you by Arts Tasmania for the purpose of undertaking the management of the COLLECT Art Purchase Scheme.

Arts Tasmania will ensure that your personal information will not be used or disclosed to other State institutions and authorities except if required or allowed by law.

You may contact the department's Personal Information Protection Officer on 1800 030 688 should you have any questions about the collection and use of your personal information by the department.

For further information visit: www.collect-art.com.au