



TERMS AND CONDITIONS

COLLECTED MONIES

Recovered amounts that are sent directly to KPR are electronically deposited into our client's nominated account at the end of the collected month. Any balance of monies received into trust will be remitted to the client monthly after deductions. KPR provide monthly status reports to all clients on current accounts.

PAYMENT DETAILS

Payment of our account can be made by bank deposit, funds transfer or by cheque. Statements are posted monthly. Payment terms are 7 days from the statement date and our banking details are as follows:

Bank: Macquarie Bank Ltd (Also accepted at National Australia Bank)
BSB: 182 222
Account No: 2042 67884

KPR may charge fees on:

- i) any payments received by KPR or the client, from or on behalf of the debtor;
- ii) the value involved if a credit is passed, goods returned, or the account is settled by contract;
- iii) work completed and costs relating to withdrawn or closed files.

SCHEDULE OF COSTS

Court fees may alter if your debtor is located interstate. The listed pricing for KPR services are valid for 30 days. All incidental expenses such as Solicitors & Court costs, Agency fees, Service fees, Firm & Company searches and any other expenses are invoiced for payment as they occur. All amounts expressed, referred to or described in this Agreement are GST exclusive amounts.

*** Please note: if you have the appropriate recoverable clause in your Terms and Conditions. Debt Collection Commission and fees & charges incurred can be added to the debt amount prior to the commencement of legal action and the debtor made liable for payment, unless otherwise instructed. Once legal action has commenced we can demand for the costs of any future out of pocket expenses such as business/company searches conducted, however, the debtor has no legal liability to pay.

| | |
|--|--|
| Annual Service Fee | Free of Charge |
| Account (Debtor) Set Up Fee | Free of Charge |
| Debt Collection Commission | 7% - on collected amounts (normally 10%). |
| KPR Online D.I.Y. Demand Letter | \$ 20.00 - Per Letter, No Commission |
| Internal Skip Trace | \$150.00 – Located or \$75.00 - Unlocated |
| External Skip Trace | \$300.00 – Located or \$150.00 - Unlocated |
| Trade Reference Checks | \$ 18.90 - Per application, maximum of 3. |
| VEDA (Credit) Checks | \$ 55.00 – Business / Company only. |
| Complete Analytical Report | P.O.A. |
| Bankruptcy Search | \$ 55.00 – Per Search |
| Property / Search Index | \$ 65.00 – Per Search |
| ASIC Search | \$ 41.50 |

LITIGATION

Our Solicitors are experienced in all aspects of Commercial Debt Recovery & Insolvency and work exclusively for you. With instant access to external Barristers, Mediators and Litigation experts throughout Australia, litigation may be viable on accounts that have exhausted the pre-legal collection procedure. KPR seek approval from our clients prior to any litigation taking place.

The services of KPR's solicitors, Ward Taylor, are assumed unless advised otherwise. KPR stand by the reputation and services provided by their choice of solicitor. Further information on the legal representation can be obtained through the KPR office. As different procedures require certain levels of authority, their hourly rates are listed below.

| | |
|--------------|----------|
| Partner - | \$300.00 |
| Solicitors - | \$250.00 |
| Paralegal - | \$200.00 |

AUTHORISATION TO ACT

We hereby appoint Kemps Petersons Receivables to provide collection, field & legal services, including legal services required by their nominated solicitors when instructed from the below date. This appointment includes the ability to make and sign demands on our behalf and to continue with action on accounts to a conclusion. This agreement applies to any accounts in hand and those provided if and when we require your services. The agreement remains in place unless terminated in writing with (30) days notice by either party.

COMPANY NAME: _____

TRADING NAME/SOLE TRADER: _____

ACN or ARBN NUMBER: _____

BUSINESS ADDRESS: _____

POSTAL ADDRESS: _____

PHONE: _____ **FAX:** _____

EMAIL: _____ **MOBILE/S:** _____

CONTACT/S: _____ **POSITION:** _____

HOW YOU HEARD ABOUT KPR:- TELEPHONE DIRECTORIES YELLOW / WHITE PAGES

MARKETING GOOGLE or REFERRED BY.....

PLEASE PROVIDE ME WITH ONLINE ACCESS:- YES NO

(Not recommended for one off debts)

Your Signature:

Contact Name: _____

Signature: _____

Date: _____

KPR Signature:

Contact Name: _____

Signature: _____

Date: _____

Your Banking Details:

Name of Bank: _____

Name of Account: _____

BSB: _____

Account No: _____