



Workspace Australia Ltd

License Agreement Application



License Agreement Application

Workspace will support you and your business. The Workspace Team is able to provide advice and guidance to develop and grow your business.

Space is limited at all Workspace Sites and cannot be guaranteed.

Applicants will only be considered when the License Application is completed in full, signed and returned to Workspace.

All applicants must be interviewed before entry into a Workspace site is guaranteed.

Site Details Requested:

Site	Please tick appropriate site	Please indicate Room, Office or Factory Number Preferred
Bendigo, King Street		
Castlemaine, Etty Street		
Castlemaine, Halford Street		
Donald, Racecourse Road		
Dunolly, Thompson Street		
Eaglehawk, Scott Crescent		
Gisborne, Sauer Road		

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Applicant Contact Details:

Applicant Name

Business Name

Home Address

Business Address

Telephone

Mobile

Email

Website

Business Details:

Structure of Business

Sole Trader

Partnership

Company

Non-Profit

Other

Current Business Location

Start-up

Home Based

Relocating to Area

Commercial Space

Operational Details

Date Business
Established

Number of Employees

Permits Required

Previously Self
Employed

Registrations Obtained

Business Name

ABN

GST

Payroll

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Business Activities

Please provide a summary of your business activities for the following:

Your Business Product/Service

Your Typical Customer

Your Main Competitors

What Makes Your Business Different from Everyone Else

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Reference Checks

Have you or anyone associated with the Business been declared Bankrupt, convicted of a Criminal Offence or Assigned their Estate for the benefit of Creditors within the last ten (10) years?

Yes

No

If yes please provide details:

Please provide a business reference (no family or friends).

Name

Business

Telephone Number

Email

Business Support

Please indicate which of the following topics would benefit your business:

(Please note these are only examples of the assistance Workspace can provide)

Accounting Software

Customer Relations

Networking

Advertising

Debt Collection

Office Systems

Asset Management

Exit Strategy

Petty Cash

Budgeting

Financial Record Keeping

Quality Control

Business Planning

Financial Reporting

Sales

Business Relationships

Goal Setting

Staffing

Cash Control

Going Online

Stock Control

Cash Flow Management

Job Cards

Time Management

Creditors

Marketing

Workspace Safety

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Commitment

I/we the undersigned declare that the information contained in this application Form is correct to the best of my/our knowledge and apply for space within the Workspace Incubator Program

Signed

Date

Signed

Date

If you have any difficulty completing this form please feel free to contact Workspace for assistance by either:

Phone 03 5444 5228

Email info@workspaceaustralia.com