

Leasing industrial land application form

Proprietor information

1. Applicant

Company name or full names of individuals:

Trading as:

ACN (if applicable): _____

ABN (if applicable): _____

Contact details:

Name: _____

Phone number: _____ Fax number: _____

Business street address: _____

Postal address: _____

Email: _____

Website (if applicable): _____

2. Business definition

What business activity is proposed to be carried out on the site?

3. Reason for application

E.g. new industry, expanding or relocating to larger premises

Project details

4. Project—land, building, equipment and employee details

Land

Site on which you wish to establish

Name of estate: _____

Area required: _____ square metres/hectares (delete as necessary)

Preferred site (description): _____

Town planning compatibility

Provide details of any local government town planning requirements

Provide details of any Department of Environment and Resource Management (Environmental Protection Agency) requirements

Buildings and site improvements

Proposed premises

	Stage one (within 12 months)	Stage two (within 1–4 years)	Total (5 years)
Buildings	m ²	m ²	m ²
Hardstand*	m ²	m ²	m ²
Estimated cost	\$	\$	\$

*Areas specifically improved for outdoor manufacture and storage

Site plan

Enclose a site plan indicating the layout and dimensions of the proposed improvements and timings of each stage i.e. stage one, stage two etc. Supply quotes, if available. Otherwise, indicate how cost has been estimated.

Existing premises

Location: _____

Land area: _____ Size of buildings: _____

Leasehold or freehold property? _____

Economic Development Queensland

Value of plant and equipment: \$ _____
Employee details (including anticipated employee numbers)

	Existing	New premises—future stages	
		End of year one	End of year two
Factory			
Administration and sales			
Total			

Current operations

5. History and track record

Provide a brief business background (e.g. dates, places, product descriptions etc).

6. Product

Where does your product stand in the market (e.g. target market, market share, product history)?

7. Marketing

What is your marketing strategy (i.e. how will you achieve your marketing objectives)?

8. Business planning

Provide a broad outline of your business plan.

9. General financial information

Provide a financial statement (audited, if available) for each of the last three years and a copy of the business' latest management accounts (e.g. last six months).

Has there been any material change in the fixed assets/liabilities or capital structure since the last balance sheet?

No / Yes—if yes, give full details.

10. Proposed method of financing this development

Details	Cost \$	Method of financing—shareholder funds, bank loans etc
Land and buildings		
Plant and equipment		
Working capital		
Total	\$	

Details of any loan approvals from banker/financier (these may be conditional on a provision of lease). Enclose a copy with this application.

Banker/other financiers (if applicable)

Bank: _____ Branch: _____

Address: _____

Phone number: _____

Phone number: _____

Other financiers: _____

Address: _____

Phone number: _____

11. Cash flow projections

Please provide cash flow projections for the next two years (monthly for the first 12 months) assuming this application is approved.

12. Additional information

Do you have additional information that would assist your application?

13. Checklist

All sections of the application form complete	Yes / No
Copies of building details (Item 4)	Yes / No
Copy of site plan (Item 4)	Yes / No
Copies of any supporting information in relation to track record, product or marketing (Items 6, 7 and 8)	Yes / No
Copy of the business plan (Items 2, 4 and 8)	Yes / No
Copies of last three years financial statements plus latest management accounts (Item 9)	Yes / No
Copies of load approvals (Item 10)	Yes / No
Copies of cash flow projections (Item 11)	Yes / No

14. Declaration and authorisation

I hereby apply to lease a parcel of land on the above mentioned Economic Development Queensland estate and confirm that, to the best of my knowledge and belief, the information contained in this application is true and correct.

I have received no guarantees/assurances that my application will be approved by Economic Development Queensland and I acknowledge that no parcel of land has been reserved exclusively for me pending receipt of this application.

I hereby declare that I have been authorised to act for the applicant in making this declaration.

Signature of authorised person: _____

Date: _____

Print full name: _____

Position: _____

Submission

Please return a completed form to Economic Development Queensland by:

Fax: +61 7 3024 4199

Post: GPO Box 2202 Brisbane Qld 4000 Australia

Email: industrialand@dsdip.qld.gov.au