

Supplier Request Form

(Supplier to complete this form)

|  |
| --- |
| Legal name: Click here to enter text.Trading as: Click here to enter text. NZBN number (if applicable): Click here to enter text. <https://www.nzbn.govt.nz/>GST/IRD number (if applicable):Click here to enter text. Street address: Click here to enter text. Town/City: Click here to enter text.PO Box: Click here to enter text. Post code: Click here to enter text. <https://www.nzpost.co.nz/tools/address-postcode-finder/>Phone: Click here to enter text. Mobile: Click here to enter text. Email address: Click here to enter text.Contact Name and Position: Click here to enter text. |
| Bank Name and Branch: Click here to enter text. Account Name: Click here to enter text.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  Bank Code and Branch Number |  |  | - |  |  |  |  |
|  Account Number and Suffix | 0 |  |  |  |  |  |  |  | - |  |  |  |

 |
| **Important : A copy of your deposit slip must accompany this form** |
| Have you ever been a permanent employee with BOPRC Yes [ ]  No[ ] If Yes, was within last 6 months Yes [ ]  No[ ]  |
| Please specify what type(s) of good(s) and/or service(s) you are supplying:  |
| Please note Physical Works Contractors and Sub-Contractors are required to be pre-qualified for Health and Safety.If applicable are you pre-qualified with our approved Contractor Health and Safety Prequalification Scheme (SHE):Yes (please tick) [ ]  Ref #: Click here to enter text.No (please tick) [ ]  Please complete your prequalification <https://payments.sheassure.net/> |
| **Scheduler (formerly known as WHT) Payments - IRD** |
| Contractors may be required to have scheduler payments deduction when undertaking certain activities:Do you require scheduler payment deductions: Yes (please tick) [ ] Do we have a completed IR330c on file: Yes (please tick) [ ]  No attached (please tick) [ ] Exempted: Yes (please tick) [ ]  Copy of exemption certificate attached : Yes (please tick) [ ]  For further information check out the IRD web site. <https://www.ird.govt.nz/forms-guides/number/forms-300-399/ir330c-tax-rate-notification-contractors.html> |