



Hardship Assistance Application Form

Business Details	
Borrowing Entity Name	
ABN	
Industry / Nature of Business	
Trading Address	
Phone	
Email	

Business Ownership	Director / Shareholder 1	Director / Shareholder 2
Name		
Position		
Ownership %		
Address		
Phone		
Email		
Employment Status		
Marital Status		
No. of Dependants		
Age of Dependants		
Property Ownership		

Business Monthly Income and Expenses	
Average Historical Monthly Sales (12 months)	
Current Monthly Sales	
Monthly Operating Expenses	
Wages	
Rent	

Bank Loans	
Equipment Finance Loans	
Other Loans	
Insurance	
Other Expenses	
Total Monthly Expenses	

Business Assets & Liabilities			
Assets		Liabilities	
Cash		Creditors	
Debtors		ATO	
Inventory		Credit Cards	
Property		Overdraft	
Plant & Equipment		Business Loans	
Other		Equipment Finance	
Total Assets		Total Liabilities	

Director / Shareholder 1 – Assets & Liabilities			
Assets		Liabilities	
Cash		Credit Cards	
Property		Home Loans	
Address	Value	Lender	Loan Amount
1.		1.	
2.		2.	
Motor Vehicles	Value	Lender	Loan Amount
1.		1.	
2.		2.	
Superannuation			
Listed Shares			
Other Assets			
Total Assets		Total Liabilities	



Director / Shareholder 2 – Assets & Liabilities			
Assets		Liabilities	
Cash		Credit Cards	
Property		Home Loans	
Address	Value	Lender	Loan Amount
1.		1.	
2.		2.	
Motor Vehicles	Value	Lender	Loan Amount
1.		1.	
2.		2.	
Superannuation			
Listed Shares			
Other Assets			
Total Assets		Total Liabilities	

Reason for financial difficulty

Please provide us with as much information below as possible. The more information you provide the better we can understand your situation and assess whether we are able to provide you with financial assistance. If there is insufficient space, please attach additional pages to this form. Please describe why you are unable to meet your financial obligation?

Reduced Income Relationship Breakdown Other (*list*)
 Increased Expenses Reduced Employment
 Unable to Meet Commitments Unemployed
 Injury or Illness Natural Disaster
 Carer Commitments Imprisonment

Detailed Reason for Hardship

How can we assist? (reduced / deferred payments)

How much can you pay?

Arrangements with Other Creditors (Business and Personal)

Please provide details of other credit providers, the loans and details of any assistance that is currently in place.

Debt details	Lenders and Agreed Arrangements
Home Loans	
Credit Cards & Personal Loans	
Business Loans	
Equipment Loans	
Other	

Signature and date

Signature (Borrower 1)

Signature (Borrower 2)

Date

Date

Notes on calculating monthly amounts

The following table will help you with calculating monthly amounts for the purposes of completing this statement of financial position.

Frequency	Calculation
-----------	-------------



Weekly	Multiply by 52 then divide by 12
Fortnightly	Multiply by 26 then divide by 12
Quarterly	Divide by 3
Half-yearly	Divide by 6
Annual	Divide by 12