

New Supplier Information Form

Company Name:	
Trading Name:	
Address:	
Suburb State Postcode:	
ABN:	
ACN:	
Phone:	
Fax:	
Email:	
Site Contact:	
Site Contact Phone:	
Site Contact Email:	
Accounts Contact:	
Accounts Contact Phone:	
Accounts Contact Email:	
Bank Account Name:	
Bank BSB Branch Code:	
Bank Account Number:	
Email for Remittance:	

Important Information Relating to Invoice Submission

CD Commercial Projects Pty Ltd will only process invoices for payment if the following conditions are met:

- Tax Invoice along with supporting Subcontract Statement for that invoice as one PDF attachment to be either emailed to: invoices@cdcg.com.au or mailed to: **CD Commercial Projects Pty Ltd, Suite 01, Level 2, 2A Lord Street Botany NSW 2019**
No fax copies or emails sent directly to Project Managers will be accepted.
- The Tax Invoice must:
 - be issued to the correct company name i.e. **CD Commercial Projects Pty Ltd**
 - include our project reference number, project name or valid CD order number
- The Tax Invoice must be a Valid Tax invoice as per current Australian Taxation Office Legislation -

<https://www.ato.gov.au/Business/GST/Tax-invoices/>

CD Commercial Projects Pty Ltd
 ABN 16 107 387 655
 Suite 01, Level 2, 2A Lord Street, Botany NSW 2019
 Telephone: (02) 8332-7400
 Email: admin@cdcg.com.au