This form is to be completed by the contractor company Director or Accounts representative and forwarded to Universal Communications Group (“UCG”) as follows:

Attention: Onboarding Team of UCG

Email: [work@ucg.co.nz](mailto:work@ucg.co.nz) or

Mail: PO Box 13639, Onehunga, Auckland 1643

Please refer to the New Delivery Partner Checklist for all documents to be provided to UCG and ensure all requirements are met.

**Company Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Business Name: |  | | |
| ABN: |  | Office Phone No: |  |
| Street Address: |  | Suburb: |  |
| City/Town: |  | Postcode: |  |
| Company Contact: |  | Contact Phone No: |  |
| Position: (e.g. Director) |  | Contact Mobile No: |  |
| Email Address: |  | | |

**Banking Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Bank Name: |  | BSB: |  |
| Account Name: |  | Account No: |  |

**Accounts Contact Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Name: |  | Contact Phone No: |  |
| Position: (e.g. Acc Payable) |  | Contact Mobile No: |  |
| Email Address for Remittance: |  | | |
| Notes: |  | | |
|  | | |