



## AGENT APPLICATION

Dear prospective agent

Please complete the application form clearly as the details put in the agreement are based on this form. A full business proposal should be enclosed with this application. If your application is successful you will receive a provisional certificate and agreement covering the first 3 months. Upon review if both parties agree a full agreement and certificate will be issued with a review at the end of the first 3 months. If you are not successful you will be notified of the outcome of your application in writing.

### 1. YOUR COMPANY

Country of Operation (Head Office):

Name of Company:

Name of Contact:

Job designation/ position:

Main business activity:

Company address:

  

City:

Postcode/Zipcode:

Country:

Telephone:

Fax:

Email Address:

Website Address:

If in Australia:

ABN Number:

### 2. YOUR COMPANY'S BUSINESS

How long has your company been recruiting students?

What country/countries have you recruited from?

Have you recruited students for Lamart before?

Yes

No

Is your company a member of an Australia Agents' Association?

Yes

No

If **Yes**, please give the name of the Association:

Have you worked with other Australian universities, colleges or education establishments?

Yes

No

If **Yes**, which ones?



**3. YOUR COMPANY'S ORGANISATION**

Does your company have other offices (other than the Head Office) or representatives?

Office:  Representative:  No:

If No, go to 4.

If Yes, please attach a separate list of full contact details of these offices.

**4. YOUR COMPANY'S ACTIVITIES**

How many students did you send to Australia in the last 2 years:

Name of Institution(s) and number of students:

**5. YOUR COMPANY'S STAFF**

Have you or your staff undertaken formal study in Australia:

Yes  No

How many educational consultants does your company employ?

Does your company conduct other business?

Yes  No

If Yes, what?

Have you or your staff worked with another recruitment company in the past:

Yes  No

If Yes, please give details:

**6. YOUR COMPANY'S REFEREES**

Please give details of at least 2 referees of your company's business activities:

A. Institution:

Referee's name:

Job designation/position:

Location/Country:

Telephone:

Email address:

B. Institution:

Referee's name:

Job designation/position:

Location/Country:

Telephone:

Email address:

**7. ADDITIONAL INFORMATION**

Please attach your full business proposal and any additional information about your company that supports your application.