

Enagic Documents Checklist

(Complete and submit all of the required documents to Enagic Australia)

Tick (✓) attached items	PRODUCT ORDER FORM
	FULL NAME
	DATE OF BIRTH (must not be over 70 when applying for e-payment)
	DRIVERS LICENCE NUMBER
	RESIDENTIAL ADDRESS (must match drivers licence and proof of address)
	BANK INFORMATION (must be in same name as distributor name)
	SPONSOR INFORMATION (including name, ID number and level i.e. 2A)
	TICK MACHINE TO BE PURCHASED AND PAYMENT METHOD
	CREDIT CARD INFORMATION if needed (including cardholder's name, Signature, Exp Date and CVV)
	CLEAR COPY OF CREDIT CARD (both front and back)
	APPLICANT AND SPONSOR'S SIGNATURES
	ALTERNATE PICK UP IF APPLICABLE (original must be signed when machine is picked up)

Tick (✓) attached items	OTHER
	PRODUCT RETURN POLICY FORM – <i>signed and dated</i>
	POLICIES AND PROCEDURES (Page18) – <i>Signed and dated (this may be produced at a later date but before any sales are made)</i>
	Copy of Drivers Licence or Passport

Tick (✓) attached items	Payment by: E Payment
	E-PAYMENT AGREEMENT FORM COMPLETED (page 1 & 2)
	E-PAYMENT AGREEMENT FORM SIGNED BY BOTH THE APPLICANT AND SPONSOR
	PROOF OF RESIDENTIAL ADDRESS (within 3 months) for example: Bank statement, Utility bill (This must match the address and name on the application)

Note:

We cannot process applications if all paper work is not completely filled in correctly.

We cannot process E-payment applications if we do not have proof of ID or current residential address.

When the payment method is a bank transfer we cannot process the application until the funds have cleared into Enagic's bank account.

When someone other than the applicant is paying for the machine the payer **MUST** fill in an **ALTERNATE PAYER FORM**. We will require a clear copy (front and back) of the credit card to be charged and a clear copy of the drivers licence.