

**Part B: Application Form
BYRON BUSINESS VILLAGE**

An Australian Government Funded Business Development Initiative

18 Centennial Circuit Byron Bay
Ph: 66868 068 Fax: 66 869452

Applicant Name: _____

Address: _____

Contact Ph: _____

Trading Name or Business Name: _____

Australian Business Number (ABN): _____

What is the Business Idea? _____

1. DESCRIPTION OF BUSINESS (Circle correct industry/s)

- | | | | |
|-------------------------|-------------------------|-----------------------|----------------|
| Building | Electrical, Electronics | Automotive | Jewellery |
| Clothing & Footwear | Surfing/ Fibreglass | Leisure & Recreation | Timber Working |
| Computer service/repair | Training & Information | Printing & Publishing | Web design |
| Multimedia | Art & Craft | Computer | Metalwork |

Other - please specify: _____

2. BUSINESS OPERATORS BACKGROUND

Previous Employment Industry	Occupation	Years
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you had previous experience In Operating a Business? Yes / No

If yes. State number of years _____ Number of businesses _____

Types of Industries _____

Previous experience in Current Industry (years) _____

What dates did you operate the Business? _____

Where did you operate the Business from? _____

Have you attended any Business Courses? Yes / No

Have you attended any Business Seminars or Workshops

Yes / No

Do you feel that you need additional training in any particular area to assist in your Business Development?

Which area/s? _____

Why? _____

How? _____

On a scale of 1 (poor) to 10 (excellent), how would you rate your current knowledge on the following?

Bookkeeping, Credit Management, Accounts Payable, Financial Management _____

Taxation _____

Costing, Pricing & Purchasing _____

Marketing _____

Direct Sales _____

Product Design, Product Quality _____

Service & Back U p _____

Manufacturing Techniques, Production & Equipment _____

Business management & time management _____

Government services & assistance Programs _____

Your industry _____

Staff recruitment and training _____

Business / Plans / Planning, Cash Flow Analysis _____

Why did you start your own business? (You may circle more than one)

Needed a job

Independence

Financial gain

Challenge

Future security

Status

Why did you pick your particular business? (Circle the main reason)

Previous experience

Financial return

Interest in industry

What are your competitive advantages? (Circle the main advantage)

New

improved product

Specialised product

Better service

Better quality

Other - please specify

Please state number of full-time employees

Please state number of Part-Time / casual employees

3. FINANCIAL MANAGEMENT

Do you have a Business Plan? Yes / No

Do you need assistance to develop a Business Plan? Yes / No

Do you use an accountant? Yes / No

If yes. Did you use an accountant for any of the following?

- Your bookkeeping including end of year returns Yes / No
- End of year returns only Yes / No
- Financial advice (including Taxation advice) Yes / No
- To set up. Your books. Financial advice & end of year returns Yes / No

Other - please specify _____

Do you have a solicitor for your business? Yes / No

Did a solicitor or accountant or advisor look at your License Agreement? Yes / No

Where do you see your business in 5 years time? _____

4. OUR MARKETING

Had you heard of the Byron Business Village prior to looking for a rental property? Yes / No

If yes, where? _____

Who referred you to the Byron Business Village? _____

The Byron Business Village has had a number of advertisements and articles in local newspapers and on television. Have you seen any of these? Yes / No

If yes. which advertisements or articles have you seen? _____

How long were you looking for a rental property? _____ months

What are the reasons you entered the Byron Business Village rather than other properties? (tick the 5 most important)

- | | |
|---|---|
| Low overall rent _____ | Knew other businesses in the centre _____ |
| No long term lease _____ | No electricity bond _____ |
| No upfront rent _____ | Size of units _____ |
| One weeks free rent at the start _____ | Shape of units _____ |
| Access to office services _____ | Accessibility to units _____ |
| Common room and toilet facilities _____ | Physical separation between units _____ |

Rubbish removal _____

Roller door access _____

After hours security _____

Flow through ventilation _____

Free business advice _____

Location _____

Because other new businesses were there _____

5. BYRON BUSINESS VILLAGE

Would you become involved in joint advertising?

On a scale of 1 to 10 (10 being the most appropriate), what do you think would be the most appropriate type of advertising for your business?

Local newspapers _____ radio _____

Regional newspapers _____ Give-aways _____

Flyers _____ Competitions _____

Television _____ Markets _____

Do you use outside services for marketing advice? Yes / No

If yes who? _____

6. GENERAL

Does your business create any of the following? (circle correct answer/s)

Noise Fumes Liquid Waste Dust Shavings

Are you aware that rent must be paid in advance and power usage must be kept up to date? Yes / No

Do you intend to make any alterations to your unit? Yes / No

If yes, what alterations do you intend to make? _____

Are you aware of the power limitations of the units? Yes / No

Are you aware that you must provide your own public liability insurance? Yes/ No

Please list any power tools or equipment you intend to use

