



Application Form Attachment

NATIONAL CODE OF PRACTICE FOR REMOTE STORE OPERATIONS

AND

LOW-COST ESSENTIALS SUBSIDY SCHEME

ATTACHMENT 2: REGISTERING A STORE UNDER THE SCHEME

When to use this attachment

Use this attachment if you are applying to register more than 1 Store under the Scheme in a single Application Form.

You use this form by lodging it as an attachment to an Application Form.

Important information

Before completing this application, read the Low-Cost Essentials Subsidy Scheme Guidelines 2025 (**Scheme Guidelines**) and Low-Cost Essentials Subsidy Scheme Rules 2025. They are available at <https://www.niaa.gov.au/code-sign-up>.

Unless stated otherwise, words and expressions in this form have the same meanings as in the Scheme Guidelines and Scheme Rules.

Giving false or misleading information is a serious criminal offence under the Commonwealth Criminal Code.

If the applicant isn't satisfied with a decision that the NIAA makes about dealing with this application, it can make a complaint to the NIAA about the matter. Complaints must include specific information listed in Part 4 of the Code Guidelines and Scheme Guidelines.

Filling out this attachment

If filling out physically please print in BLOCK LETTERS using black or blue pen.

Answer all questions that apply to the applicant or the applicant's Store.

Lodging this attachment

Lodge this attachment together with an Application Form by:

- (a) sending them as attachments to an email addressed to remotefoodsecurity@niaa.gov.au, or
- (b) uploading them at <https://www.niaa.gov.au/code-uploads>.

The applicant will get confirmation the application has been received by NIAA shortly after lodging.

Do not lodge this attachment separately to an Application Form.

Documents to be provided with this attachment

This attachment may ask the applicant to provide documents to the NIAA. The applicant provides them by giving the NIAA digital copies as part of lodging its Application Form.

Applications may not be considered for approval until copies of all requested documents have been provided.

For more information

For more information on how to complete and lodge an Application Form, go to <https://www.niaa.gov.au/code-sign-up>. Send any enquiries about an application, in writing, to remotefoodsecurity@niaa.gov.au.



PRIVACY NOTICE

Why do we collect your personal information?

The NIAA collects your personal information to:

- (a) administer the low-cost essentials subsidy scheme (the Subsidy Scheme), and
- (b) ensure compliant with the Code.

What do we collect?

The NIAA collects your name, address, email address, telephone number and signature.

Who do we disclose your personal information to?

We may disclose your personal information to:

- (a) Monash University and / or the Office of the Registrar of Indigenous Corporations so they can contact Code Participants to assist Code Participants to comply with the Code
- (b) an organisation engaged by the NIAA to check how well the Code works and if Code Participants are following the Code
- (c) the Commonwealth Ombudsman to help with a complaint
- (d) a court or tribunal if the law permits this
- (e) other federal, state or territory government agencies (including the Australian Competition and Consumer Commission), and
- (f) Government ministers and the parliament for accountability.

We may publish information about your store being a part of the Subsidy Scheme. This will not include personal information.

Find out more

You can read more about privacy in the Subsidy Scheme Guidelines and Code Guidelines for more information. These also tell you how to contact the NIAA's Privacy Officer.



PART C APPLYING FOR SCHEME REGISTRATION

Fill out this attachment if applying for a Store to be a Scheme Registered Store.

By completing and lodging this attachment as part of Part C of the Application Form, you agree that:

- you have read and understood the Scheme Guidelines and the Low-Cost Essentials Subsidy Scheme Rules 2025 (**Scheme Rules**), and
- NIAA may register each Store described in Part C for the Scheme in accordance with the Scheme Guidelines.

Words and expressions in Part C have the same meanings as in the Scheme Guidelines and Scheme Rules.

Do not fill out this attachment unless applying to register a Store for the Scheme.

The applicant must satisfy the following Enrolment Requirements to be enrolled as a Code Participant:

(a) the applicant must be a legal person	See item A.4.
(b) the applicant must be the Store Owner of at least one Remote Community Store	NOTE: A Store Owner does not include a person operating the Store as a store management services provider, or who is otherwise engaged by another person to operate the Store.
(c) the applicant must have an ABN or ARBN for each Store included in this Application Form	See item C.8.
(d) the applicant must not have a record of non-compliance with any existing grant funding agreements, or other agreements, entered into by the applicant with NIAA (if applicable)	See item C.2.
(e) be suitable to be enrolled in the Scheme, and	See items C.3 – C.5.
(f) enter into Credit Terms with Outback Stores for the purposes of the Scheme.	NOTE: It is an Eligibility Requirement that the applicant enters into Credit Terms with Outback Stores for the purposes of the Scheme. Information about Credit Terms are at [3.4] of the Scheme Guidelines.

STORE TO BE REGISTERED FOR THE SCHEME

If the applicant is seeking Scheme registration for more than 1 Store, fill out and provide a separate attachment for each Store when lodging the Application Form.

Provide details of each Store the applicant has, and that the applicant is seeking Scheme Registration for.

<p>C.6 Name of the Store</p> <div></div>	<p>C.9 The Store’s contact details:</p> <p><input type="checkbox"/> If the Store’s contact details are the same as those provided at A.3, tick this box and go to item C.10.</p> <p>Phone number <div></div></p> <p>Web address (if there is one) <div></div></p> <p>Physical address <div></div></p> <p>State <div></div> Postcode <div></div></p> <p>Email address for service of notices and other communications from NIAA <div></div></p> <p>NOTE: Other addresses may be valid for service.</p>
<p>C.7 The Store’s physical address</p> <div></div> <div></div> <div></div> <div></div> <p>State <div></div> Postcode <div></div></p>	
<p>C.8 The Store’s ABN:</p> <div></div> <p>NOTE: The ABN can also be the ABN for another Store.</p>	

Postal address for service of notices and other communications from NIAA

State	Postcode

NOTE: Other addresses may be valid for service.

C.10 Is the Store Registered under the Code at the time of lodging the Application Form?

- ☐ Yes
- [▶ Go to item C.12.](#)
- ☐ No
- [▶ Go to item C.11.](#)

C.11 Has the applicant applied for the Store to be Registered under the Code in this Application Form?

NOTE: The applicant can apply for a Store to be Registered under the Code by completing Part C of this Application Form in respect of that Store.

- ☐ Yes
- ☐ No

By lodging this Application Form, the applicant acknowledges that the Store will not be registered for the Scheme if NIAA does not also decide to Register the Store for the Code.

[▶ Go to item C.13.](#)

C.12 When did the applicant last lodge a Statement of Compliance in respect of the Store?

Date / /

- ☐ Not applicable – Select ONE of the following.
The applicant has not lodged a Statement of Compliance in respect of the Store because:
- ☐ the Store has been Registered for less than 12 months
- ☐ other:

[▶ Go to item C.13.](#)

CONFLICTS OF INTEREST

C.13 To the best of its knowledge, and after due inquiry, is the applicant aware of any business or other dealings or relationships it is engaged in that may be considered an actual, perceived or potential conflict of interest in relation to its enrolment as a Scheme Participant or the registration of any Store included in this Application Form as a Scheme Registered Store?

- ☐ Yes
- ☐ No

If yes, provide details.

This is the end of this attachment.