The Melbourne Market is offering Fruit and Vegetable stand holders, Flower Market stand holders and Warehouse five and six tenants onsite mailboxes including mail delivery to mailboxes. Warehouses under Propertylink may also apply for mail delivery.

Stand holder mail boxes will be located within the fruit and vegetable trading floor close to the Customer Service Office (Cashiers Office). The mail boxes for warehouse five and six tenants are located close to the warehouse area. Propertylink Warehouse Tenants are required to supply their own mail box outside their tenancy.

Melbourne Market mail boxes offer a safe and convenient location to have business mail delivered.

To apply for your Melbourne Market mail box please complete the form below and return to the Melbourne Market Reception, Administration Building, Level 1. Please include Stand Number/Warehouse number with business details (if applicable).

**Pricing**

Mail boxes will be charged at $81.00 (including GST) per year.

Complete this form if you would like to apply for a Melbourne Market mail box.

**INSTRUCTIONS** (Please **PRINT** all information clearly)

1. Complete Section 1, 2 & 3
2. Return this form via one of the following methods:
* Deliver to**:** Melbourne Market Authority Box 1 55 Produce Drive, Epping Victoria 3076
* Email to customerservice@melbournemarket.com.au
* For queries please contact the Customer Service Centre on 9258-6123
1. Payment can be made via cheque marked payable to the Melbourne Market Authority or by supplying credit card details to be billed. (Note: Applicants will only be billed upon mailbox key handout)

|  |  |
| --- | --- |
| **1.** | **BUSINESS DETAILS (Mandatory fields)** |
| Business Name  | Customer Number |
| Business Address  | Suburb |
| Postcode | Email Address: |
| Business Nominee Name | Application Date |
| Mobile No: | Office No: |
| **2.** | **MAILBOX ADDRESS DETAILS (Mandatory fields)** |
| Name to be printed on mailbox (25 character max): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Stand/Store/Warehouse Number (If applicable): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **3.** | **CREDIT CARD PAYMENT (If applicable)** |
| Credit Card Name  | Credit Card Number |
| Card Type Visa Master Card | CVV Number | Expiry Date |
| *Privacy Statement: The MMA is committed to protecting the privacy of your personal information. We need to collect and handle your personal information in order to be able to process your application. All the information you give us will be handled in accordance with the Privacy and Data Protection Act 2014. You can gain access to the personal information we hold about you and request that it be corrected if necessary. For further information about privacy contact privacy@melbournemarket.com.au* |
|  |
| **4.** | **OFFICE USE ONLY** |
| Record Held By (*Name or Initials*): | Signature: | Date: |