



NEW BUSINESS REGISTRATION FORM 2022

To register your business to participate in the Free Cuppa for the Driver Scheme 2022, please complete the blank sections of the tables below and then email your form to ahamiltonvaughan@orange.nsw.gov.au by **Monday 31 January 2022**.

Contact Details

Title	
First name	
Last name	
Mobile	
Email	

Business Details

Business name	
Street number	
Street name	
Street type (street, road, avenue etc)	
City/Town/Village	
Postcode	
Business phone	
Are you located on a highway - if yes, which one?	
Local Government Area	
Description A short blurb about your business. This may be included in a public directory listing.	

Opening Hours

We understand that times are unpredictable and your opening hours may change at short notice. You can change or update your opening hours at any time by contacting your local Free Cuppa facilitator.

If you are open 24 hours - write YES in the blank space next to 24 Hours in the below table. Otherwise, please enter your opening and closing times for each day in the applicable blank spaces using the following format: 0:00am - 0:00pm. If you don't open on a particular day, just leave those spaces blank.

24 Hours	
Monday Open	
Monday Close	
Tuesday Open	
Tuesday Close	
Wednesday Open	
Wednesday Close	
Thursday Open	
Thursday Close	
Friday Open	
Friday Close	
Saturday Open	
Saturday Close	
Sunday Open	
Sunday Close	

What facilities does your business have?

Please write YES in the blank space next to the facilities you have.

Toilets	
Wheel-chair access	
Caravan parking	
Truck parking	
EFTPOS	

What type of coffee will you be providing?

Please write YES in the blank space next to the type of coffee you will be providing.

Automatic/machine	
Barista	
Instant	

Do you want branded cups?

Please write YES in the blank space next to the statement you agree with.

Yes, I would like Free Cuppa branded cups and lids	
No thanks, I will use my own cups	

Which type of shopfront signage would you like to use?

Please write YES in the blank space next to the shopfront signage you'd like to use.

Sandwich board sign	
Tear drop banner	
Small (1 or 2m) roadside banner	
None	

Social Media

If your business is on Facebook or Instagram, please share your links with us here. We want to tag your business and promote your social media presence where applicable.

Facebook	
Instagram	
Website	

What is your preferred contact method?

Please write YES in the blank space next to your preferred contact method.

Email	
Business phone	
Mobile	

What time of day and day of the week is the best time to contact you?

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Is there anything else you think we should know about your business?

Thanks for registering!

We look forward to working you with.

Your Free Cuppa facilitator will be in touch soon to confirm the next steps.