

## TRANSACTING WITH SPORTSBET

To ensure the most efficient way of transacting with Sportsbet please follow the instructions outlined below:

### SUPPLIER INTEREST

To register your interest in supplying Goods or Services to Sportsbet please email the Procurement Team on [procurement@sportsbet.com.au](mailto:procurement@sportsbet.com.au)

### SUPPLIER APPROVAL AND SETUP

Before entering into any transactional agreement with Sportsbet, approval must be obtained from Procurement to ensure the appropriate due diligence is performed on all suppliers. This can be achieved by submitting all relevant details via a Sportsbet team member and requesting they follow the New Supplier Setup process.

All potential suppliers to Sportsbet will need to agree to the Sportsbet Terms and Conditions or enter into a formal contract prior to transacting (also included on this Supplier website for reference).

If you are a current supplier to Sportsbet and require to amend any contact or payment details please email [procurement@sportsbet.com.au](mailto:procurement@sportsbet.com.au) with your changes.

### PURCHASE ORDER REQUIREMENTS

Unless advised otherwise, a Purchase Order is required for all purchases made by Sportsbet. It is the suppliers' responsibility to ensure you receive a Purchase Order prior to delivering any Goods or Services. A Sportsbet Purchase Order communicates our business requirement to your organisation. It is our expectation and your obligation to supply exactly what is detailed.

### DELIVERIES

Deliveries must not exceed the Purchase Order quantity ordered. Deliveries must be made on the date specified on the Purchase Order. Where this date cannot be met the Supplier is required to contact the Sportsbet team member for confirmation that delivery is still required.

### INVOICING

To ensure the timeliest payment of invoices please follow the procedures set out below:

1. All invoices subject to a Purchase Order or Contract need to clearly reference that on the invoice.
2. All invoices must be emailed directly to Accounts Payable and will be paid on 30day payment terms unless agreed otherwise.
3. Invoice meets ATO requirements for a compliant tax invoice and outlines accurately all Supplier details

Relevant contact details are as follows:

<p><b>Key Contact Email</b></p> <p><a href="mailto:accounts.payable@sportsbet.com.au">accounts.payable@sportsbet.com.au</a></p>	<p><b>Sportsbet Contact Details</b></p> <p>Telephone +61 (03) 8631 6000 Fax +61 (03) 9654 1999</p>
<p><b>Key Contact Phone</b></p> <p>Deborah Perkins Accounts Payable Manager 03 8630 6129</p>	<p><b>Postal Address</b></p> <p>Accounts Payable Department Sportsbet Pty Ltd GPO BOX 4755 Melbourne 3000</p>