



Payment Start Date: \_\_\_\_\_

Fixed Amount  
\$ \_\_\_\_\_

Payment OPTIONS Weekly  Fortnightly  Monthly  By Instalment

NAME OF ACCOUNT: \_\_\_\_\_

CUSTOMER TO COMPLETE BANK/BRANCH NUMBER AND ACCOUNT NUMBER AND SUFFIX OF ACCOUNT TO BE DEBITED

Bank	Branch Number	Account Number	Suffix
_____	_____	_____	_____

**AUTHORITY TO ACCEPT DIRECT DEBITS**  
(Not to operate as an assignment to agreement)

AUTHORISATION CODE  
0 1 0 3 5 9 3

DATE .....

To : The Manager (please print full postal address clearly for window envelope)

BANK BRANCH	_____
ADDRESS (P O BOX)	_____
TOWN / CITY	_____

I/We authorise you until further notice in writing to debit my/our account with you all amounts which

\_\_\_\_\_ (hereinafter referred to as the Initiator)

the registered initiator of the above Authorisation Code, may initiate by Direct Debit.  
I/We acknowledge and accept that the Bank accepts this authority only upon the conditions listed on the reverse of this form.

INFORMATION TO APPEAR IN MY/OUR BANK STATEMENT (TO BE COMPLETED BY INITIATOR)

PAYER PARTICULARS	PAYER CODE	PAYER REFERENCE
_____	_____	_____

NAME OF ACCOUNT (CUSTOMER TO COMPLETE)

\_\_\_\_\_

\_\_\_\_\_

AUTHORISED SIGNATURE(S)

<p>Approved</p> <p>_____</p>	FOR BANK USE ONLY			<p>BANK STAMP</p>
	<p>DATE RECEIVED:</p>	<p>RECORDED BY:</p>	<p>CHECKED BY:</p>	
<p>Original : Retain at Branch. Copy : Forward to Initiator in postage prepaid and addressed envelope provided by the Initiator.</p>				

## CONDITIONS OF THIS AUTHORITY TO ACCEPT DIRECT DEBITS

1. **The Initiator:** <sup>(1)</sup>
  - (a) Has agreed to give written advance notice of the amount of each Direct Debit and the due date of the debiting **at least 10 calendar days before** (but not more than 2 calendar months) the date when the Direct Debit will be initiated. This advance notice will include the following message:  
  
\* Unless advice to the contrary is received from you by (date\*), the amount of \$.....  
will be directly debited to your Bank account on (initiating date).  
  
\* This date will be at least two (2) days prior to the initiating date to allow for amendment of Direct Debits.
  - (b) May, upon the relationship which gave rise to this Authority being terminated, give notice to the Bank that no further Direct Debits are to be initiated under the Authority. Upon receipt of such notice the Bank may terminate this Authority as to future payments by notice in writing to me/us.
2. **The Customer may:**
  - (a) At any time, terminate this Authority as to future payments by giving written notice of termination to the Bank and to the Initiator.
  - (b) Stop payment of any Direct Debit to be initiated under this Authority by the initiator by giving written notice to the Bank **prior** to the Direct Debit being paid by the Bank.
3. **The Customer acknowledges that:**
  - (a) This Authority will remain in full force and effect in respect of all Direct Debits passed to my/our account in good faith notwithstanding my/our death, bankruptcy or other revocation of this Authority until actual notice of such event is received by the Bank.
  - (b) In any event this Authority is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.
  - (c) Any dispute as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the Direct Debit has not been paid in accordance with this Authority. Any other disputes lies between me/us and the Initiator.
  - (d) Where the Bank has used reasonable care and skill in acting in accordance with this Authority, the Bank accepts no responsibility or liability in respect of:  
  
\* The accuracy of information about Direct Debits on Bank statements.  
  
\* Any variations between notices given by the Initiator and the amounts of Direct Debits.
  - (e) The Bank is not responsible for, or under any liability in respect of the Initiator's failure to give written advance notice correctly nor for the non-receipt or late receipt of notice by me/us for any reason whatsoever. In any such situation the dispute lies between me/us and the Initiator.
4. **The Bank may:**
  - (a) In its absolute discretion conclusively determine the order of priority of payment by it of any monies pursuant to this or any other Authority, Cheque or Draft properly executed by me/us and given to or drawn on the Bank.
  - (b) At any time terminate this Authority as to future payments by notice in writing to me/us.
  - (c) Charge its current fees for this service in force from time to time.

<sup>(1)</sup> NOTE: Initiators have the choice of including their name in brackets after the term "The Initiator".