



The Rose Society of Australia Inc (353471)

Direct Debit Request (DDR)

You may contact us as follows:-

Phone: 0493 755 760
Email: rssatreasurer@gmail.com
Mail: PO Box 51
UNLEY, SA AUSTRALIA 5061

All communication addressed to us should include your Customer Number.

PART A – Your Details

Customer Number			
Customer Name:			
Phone Number:			
Email Address			
	State		Postcode

PART B - Schedule

Date of First Payment	29 th	Mar	20__
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Frequency: Yearly

Number of Payments Continue until further notice

OR

Stop after Payments

PART C - Payment Amounts

Regular Amount	<input type="text"/>	Payment Amount for each debit
Final Amount	<input type="text"/>	Leave blank if same as regular amount



PART D - Cheque/Savings Account

✓ I/We request and authorise The Rose Society of South Australia Inc (353471) to arrange, through its own financial institution, a debit to your nominated account any amount The Rose Society of South Australia Inc (353471), has deemed payable by you. This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.

Financial Institution:

Account Name:

BSB No.

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Account Number:

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I/We request and authorise Acknowledgement. By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and The Rose Society of South Australia Inc as set out in this Request and in your Direct Debit Request Service Agreement.

Signature: Date:

Signature: Date:

If debiting from a joint bank account, both signatures are required.

Completed Application

Return your completed application by mail to:-

Mail:	PO Box 51 UNLEY, SA, Australia 5061
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Customer Direct Debit Request (DDR) Service Agreement

This is your Direct Debit Service Agreement with The Rose Society of South Australia Inc (353471) (the Debit User). It explains what your obligations are when undertaking a Direct Debit arrangement with us. It also details what our obligations are to you as your Direct Debit provider.

Please keep this agreement for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR authorisation.

Definitions

account means the account held at *your financial institution* from which we are authorised to arrange for funds to be debited.

agreement means this Direct Debit Request Service Agreement between *you* and *us*.

banking day means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.

debit day means the day that payment by *you* to *us* is due.

debit payment means a particular transaction where a debit is made.

Direct Debit Request means the written, verbal or online request between *us* and *you* to debit funds from *your account*.

us or **we** means The Rose Society of South Australia Inc (353471), (the Debit User) *you* have authorised by requesting a *Direct Debit Request*.

you means the customer who has authorised the *Direct Debit Request*.

your financial institution means the financial institution at which *you* hold the *account* *you* have authorised *us* to debit.

Debiting your account

By submitting a *Direct Debit Request*, *you* have authorised *us* to arrange for funds to be debited from *your account*. The *Direct Debit Request* and this *agreement* set out the terms of the arrangement between *us* and *you*.

We will only arrange for funds to be debited from *your account* as authorised in the *Direct Debit Request*.

or

We will only arrange for funds to be debited from *your account* if we have sent to the email / address nominated by *you* in the *Direct Debit Request*, a billing advice which specifies the amount payable by *you* to *us* and when it is due.

If the *debit day* falls on a day that is not a banking day, we may direct *your financial institution* to *debit your account* on the following *banking day*. If *you* are unsure about which day *your account* has or will be debited *you* should ask *your financial institution*.



Amendments by us

We may vary any details of this *Agreement* or a *Direct Debit Request* at any time by giving you at least **fourteen (14)** days written notice sent to the preferred email or address you have given us in the *Direct Debit Request*.

How to cancel or change direct debits

You can:

- (a) cancel or suspend the *Direct Debit Request*; or
- (b) change, stop or defer an individual *debit payment*

at any time by giving at least 7 days notice.

To do so, contact the Treasurer at:

PO Box 51
Unley, SA, Australia 5061

or

by telephoning on 0493 755 760;

You can also contact *your own* financial institution, which must act promptly on *your instructions*.

Your obligations

It is *your responsibility* to ensure that there are sufficient clear funds available in *your account* to allow a *debit payment* to be made in accordance with the *Direct Debit Request*.

If there are insufficient clear funds in *your account* to meet a *debit payment*:

- (a) *you* may be charged a fee and/or interest by *your financial institution*;
- (b) *we* may charge *you* reasonable costs incurred by *us* on account of there being insufficient funds; and
- (c) *you* must arrange for the *debit payment* to be made by another method or arrange for sufficient clear funds to be in *your account* by an agreed time so that *we* can process the *debit payment*.

You should check *your account* statement to verify that the amounts *debited* from *your account* are correct.



Dispute

If you believe that there has been an error in debiting *your account*, you should *notify us* directly on 0493 755 760 and confirm that notice in writing with us as soon as possible so that we can resolve your query more quickly. Alternatively, you can contact *your financial institution* for assistance.

If *we* conclude as a result of our investigations that *your account* has been incorrectly *debited*, *we* will respond to *your query* by arranging for *your financial institution* to adjust *your account* (including interest and charges) accordingly. *We* will also notify you in writing of the amount by which *your account* has been adjusted.

If *we* conclude as a result of our investigations that your account has not been incorrectly *debited*, *we* will respond to *your query* by providing you with reasons and any evidence for this finding in writing.

Accounts

You should check:

- (a) with *your financial institution* whether direct debiting is available from *your account* debiting is not available on all accounts offered by financial institutions.
- (b) *your account* details which *you* have provided to *us* are correct by checking them against a recent *account* statement; and
- With *your financial institution* before completing the *Direct Debit Request* if you have any queries about how to complete the *Direct Debit Request*.

Confidentiality

We will keep any information (including your account details) in *your Direct Debit Request* confidential. *We* will make reasonable efforts to keep any such information that *we* have about *you* secure and to ensure that any of our employees or agents who have access to information about you do not make any unauthorised use, modification, reproduction, or disclosure of that information.

We will *only* disclose information that we have about *you*:

- to the extent specifically required by law; or
- for the purposes of this *agreement* (including disclosing information in connection with any query or claim).

Contacting each other

If you wish to *notify us* in writing about anything relating to this *agreement*, you should write to:

Email:	rssatreasurer@gmail.com
Mail:	PO Box 51 Unley, SA, Australia 5061

You may telephone us on 0493 755 760.

All communication addressed to us should include *your* Customer Number.

We will *notify* you by sending a notice to the preferred address or email you have *given us* in the *Direct Debit Request*. Any notice will be deemed to have been received on the second *banking day* after sending.