

# SASMOA

## DIRECT DEBIT REQUEST SERVICE AGREEMENT

E: [sasmoa@sasmoa.com](mailto:sasmoa@sasmoa.com) F: 8267 1891

The following outlines our and your responsibilities to ensure the smooth and secure operation of our Direct Debit Agreement.

### Initial Terms of the Arrangement

By signing a direct debit request you have authorised us to arrange for funds to be debited from your nominated account. You should refer to the direct debit request and this agreement for the Terms of the Arrangement between you and us.

### Accounts

Before sending us your account details, please check with your bank or financial institution that direct debit deductions are allowed on the account that you have chosen.

Please make sure you have enough money in your account to cover your obligation to us when due. Your bank or financial institution may charge a fee if the payment cannot be met. You must advise us if the nominated account is transferred or closed.

### Drawing Arrangements

After your initial payment, your account will be debited on the first day of each month. If that payment date is a weekend or public holiday the process will take place on the following business day.

If the payment is rejected by your bank, we will contact you to rectify the non-payment issue. In some cases, an automatic retry will occur 7 days later.

### Changes to the Arrangement

You may defer, suspend, stop, cancel, alter or change our Direct Debit arrangements at any time by written request to SASMOA or to your financial institution.

### Confidentiality

We will keep your account details confidential unless the law requires otherwise. We will make reasonable efforts to keep your account details secure and to ensure that your banking details are not disclosed for any misuse.

### Queries/Disputes

If you believe that a drawing has been initiated incorrectly, we encourage you to take the matter up directly either with us, by contacting SASMOA on 82675151 or with your financial institution. SASMOA undertakes to investigate any dispute and to advise you of the outcome.

## DIRECT DEBIT REQUEST

### PLEASE PRINT CLEARLY:

I/We \_\_\_\_\_ authorise SASMOA (Debit User ID No. 29288) to debit my account, detailed below, any amount accordingly through this Agreement and via the Direct Debit System, and agree I must pay SASMOA according to the arrangement between us.  
This authority is to remain in force until further written notice.

### Account Details:

Financial Institution Name: \_\_\_\_\_

Name on Account: \_\_\_\_\_

Account Number: \_\_\_\_\_ BSB Number: \_\_\_\_\_

Member Address: \_\_\_\_\_ Post Code \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Member Name

\_\_\_\_\_  
Signature of Card Holder