

## 1 CUSTOMER DETAILS

Name:

Phone number:

Mobile number:

Email:

Please tick if you would like to receive  
your rates invoices by email

Property address:

## 2 PROPERTY DETAILS

Property Number:

**Please arrange automatic payments as indicated:**

Weekly on ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri

Monthly - on the 21<sup>st</sup> of the month

Preferred start date:

Fortnightly on ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri

Quarterly - on the Due Date

## 3 BANK DETAILS

Name of your Bank:

Name of your Bank account:

Bank account number:

Bank

Branch

Account Number

Suffix

### From the acceptor to their bank:

I authorise you to debit my account with the amounts of direct debits from [insert name of initiator] with the authorisation code specified on this authority in accordance with this authority until further notice.

I agree that this authority is subject to:

- The bank's terms and conditions that relate to my account, and
- The specific terms and conditions listed below.

Authorisation code

0	3	2	0	6	3	2
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Approved

2063	06	21
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Authorised signature(s):

Date:

## Specific conditions relating to notices and disputes

You may ask your bank to reverse a direct debit up to 120 calendar days' after the debit if:

- You don't receive a written notice of the amount and date of each direct debit from the initiator or
- You receive a written notice, but the amount or the date of debiting is different from the amount or the date specified on the notice.

The initiator is required to give you a written notice of the amount and date of each direct debit no less than 10 calendar days before the date of the debit.

For weekly or fortnightly direct debits, the initiator is required to give you a written notice of the amount and date of each direct debit no less than 2 business days before the date of the debit.

For direct debits with notice no later than the date of the debit, the initiator may only send a direct debit if you have asked the initiator to send it and agreed the amount of the direct debit. The initiator is required to give you a written notice of the amount and date of each direct debit no less than the date of the debit.

For instalment or scheduled direct debits, the initiator is required to give a written notice of the amount and date of each direct debit in a series of direct debits no less than 10 calendar days before the date of the first direct debit in the series. The notice is to include the dates of the debits, and the amount of each direct debit. If the initiator proposes to change an amount or date of a direct debit specified in the notice, the initiator is required to give you notice no less than 30 calendar days before the change.

If the bank dishonours a direct debit but the initiator sends the direct debit again once within 5 business days of the dishonour, the initiator is not required to give you a second notice of the amount and date of the direct debit.

We will send you details of this authority within the next 5 business days. If you wish to cancel this direct debit authority please contact us on **phone 03 307 7700**.