



DIRECT DEBIT REQUEST



Request and authority to debit the account below, to pay Debits Direct Pty. Ltd. ABN 59 096835946

On behalf of: diggiddy doggy daycare

ABN: 69 609 904 172

Business Address: 41 BRADY ST SOUTH MELBOURNE

REQUEST AND AUTHORITY TO DEBIT

Business name [if applicable]						
Bus.Ref.ID	FirstName	LastName				
DOB	Address					
Sub	State			PCode		
Mob	Email					

Request and authorise User ID 321402 or User ID 382220 to arrange for any amount Debits Direct Pty.Ltd Pty. Ltd ABN 59 096 835 946 may debit or charge you to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified below subject to the terms and conditions of the Direct Debit Request Service Agreement [and any further instructions provided below.

Direct Debit Schedule	First Debit (Date)		First Pmt Amount – Inclusive of any start up fee	\$
	Followed By reg pmts of	\$	To be deducted on the last Thursday of every month	

Contract Term Until further notice, with a minimum term of 30 days, following which agreement and payments continue uninterrupted until such time as a request for cancellation has been provided in writing to Debits Direct.

Suspensions Temporary suspension of regular debit amounts will be granted at no charge for up to 60 business days per calendar year; where services will not be required for a period of more than 7 days in succession**, and written notice has been provided to Debits Direct. Any period over 60 business days will incur a 0.50 cent fee per business day. **Maximum suspension times may be imposed in a case-by-case basis in accordance with the client's agreement with Diggiddydoggydaycare

DEBIT FROM BANK ACCOUNT:

I/We request Debits Direct Pty.Ltd (User id 321402),OR (User ID 382220) acting on behalf of the business named above to debit payments to my specified bank account as described below, and to make payment of amounts due to business listed above

BSB	Account Number
Account Name	

By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and the business Debits Direct acts on behalf of, as set out in this Request and in your Direct Debit Request Service Agreement.

Account Holder(s) Signature _____

OR

DEBIT FROM CREDIT CARD ACCOUNT: NB* 1.6% cc fee applies to Mastercard or Visacard debit. 4.6% fee applies to Amex

I/We request Debits Direct Pty.Ltd (User id 321402),OR (User ID 382220) acting on behalf of the business named above to debit payments to my specified bank account as described below, and to make payment of amounts due to business listed above

Card No	Card Expiry	Card Holder Name
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Cardholder Signature: _____

ID Type Provided	ID No.	ID Exp.
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Authorisation:

I/We agree that I / We have read and understood this DD Authority, and that I /We have been supplied with a copy of the Direct Debit Service agreement. I/We declare that I / We are an authorised signatory for the account named above from which I/ We have authorised the Direct Debit payments to be processed from. I / We hereby agree to abide by the terms set out in the Authority to Debit and the Direct Debit Service Agreement.

Signed : _____ Date: _____

Signed: _____ Date: _____

Direct Debit Request Service Agreement

This Agreement is designed to explain your obligations are when undertaking a Direct Debit arrangement with Debits Direct and the Business. It also details what our obligations are to you as your Direct Debit Provider. We recommend you keep this agreement in a safe place 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 form

By signing the DDR - you authorize Debits Direct Pty Ltd (ABN:59 096 835 946) user ID (321402) to make periodic debits on behalf of the "Business" as indicated on the front of the Direct Debit Request (herein referred to as the Business). Payments will be processed under user ID (321402) or user ID (466181) PaycorpHoldings Pty Ltd (ABN: 96 096 353 374) engaged as agent of Debits Direct.

Debits Direct is acting as a Direct Debit Agent for the Business listed on the DDR and Debits Direct does not provide any goods or services and has no express or implied liability in regards to the goods and / or services provided by the Business or the terms and conditions of any agreement with the Business

Debits Direct and the Business will keep any information (including account details) contained in the Direct Debit Request confidential. Debits Direct and the Business 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:

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

The debit amount will be debited from the account listed on the DDR according to the Direct Debit Request, this Agreement and the terms and conditions of the agreement with the Business.

By signing the DDR – you agree to the terms and conditions contained in this agreement, along with any agreement you have with the business named over the page – and that the following items are understood and agreed to:

The bank account details supplied by you have been verified against a recent bank statement to ensure accuracy of the details provided; and; the person signing this Authority to Debit is an authorized signatory on the nominated account.

It is understood that is the account holders' responsibility to ensure that there is sufficient cleared funds in the nominated account by the due date to enable the direct debit to be honoured on the debit date. Direct debits normally occur overnight; however transactions can take up to three (3) business days depending on the financial institution with which the nominated account is held.

It is understood and agreed that sufficient funds will remain in the nominated account until the direct debit amount has been debited from the account and that if there are insufficient funds available, neither Debits Direct nor the Business will be held responsible for any fees and charges that may be charged by the financial institution with which the nominated account is held

It is understood that there may be a delay in processing if:

- 1) There is a public or bank holiday on the due date for processing, or any day after the debit date
- 2) A payment request is received by Debits Direct on a day that is not a Banking Business Day
- 3) A Payment request is received after normal operational hours, being 4pm Monday to Friday.
- 4) Any payments that fall due on any of the above will be processed on the next business day.

It is understood the Business is authorised to vary the amount of the payments from time to time as provided for within the Business agreement.

It is understood Debits Direct is authorised to vary the amount of the payments upon instructions from the Business.

It is understood Debits Direct does not have to notify me/us of such variations to the debit amount.

It is understood that the total amount billed will be for the specified period for this and/or subsequent agreements and/or amendments.

It is understood that the Business is to provide 14 days notice if proposing to vary the terms of the debit arrangements.

It is understood that variations to the debit arrangement will be directed to the Business.

It is understood that any request to stop or cancel the debit arrangement will be directed to the Business.

It is understood that any disputed debit payments will be directed to the Business. If no resolution is forthcoming the account holder is advised to contact the financial institution.

It is understood that if a debit is returned by the financial institution as unpaid, Any fees and charges for each unsuccessful debit in addition to any financial institution charges and collection fees, including and not limited to any solicitor fees and collection agent fees appointed by Debits Direct. are the responsibility of the account holder named on the Direct Debit Request and Authority

It is understood that Debits Direct is authorised to attempt to re-process any unsuccessful payments as advised by the Business.

It is understood that if specified by the Business, a setup, variation, dishonour, communication or processing fees may apply as instructed by the Business.

It is understood that the following actions are authorised under the DDR and agreement :

- 1) The Debit User is authorised to verify details of my/our account with my/our financial institution
- 2) The Financial Institution is authorised to release information allowing the Debit User to verify my/our account details.

Debits Direct PL
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[E: admin@debtsdirect.net](mailto:admin@debtsdirect.net)