



United Way
West Australia

Direct Debit Authority

1 Please commence direct debit Please change my account details

2 Your details

Full name: _____

ACN (if a company): _____

Address: _____

Email: _____

3 Payment frequency

Weekly

Fortnightly

Monthly

Please nominate the commencement date: _____

4 Details for account to be debited

Name of Financial institution: _____

Branch: _____

Account in the name of: _____

Cheque Savings

BSB/Financial Institution number: _____

Account number: _____

I/We authorise and request United Way West Australia Inc (User ID No. 138049), until further notice in writing, to arrange for my/our account described in this Direct Debit Authority, to be debited with any amounts which the Debit User may properly debit or charge me/us through the Direct Debit System.

I/We:

(a) authorise and request that this Direct Debit Authority remain in force until cancelled, deferred or otherwise altered in accordance with the Service Agreement;

(b) have read and understood the Service Agreement attached and agree to its terms; and

(c) agree that an electronic reproduction of this document, or any other information in this document, will have the same legal effect as the original of this document.

Please ensure this request is signed by the required number of authorised signatories.

Signature: _____ Date: _____

Signature: _____ Date: _____

Direct Debit Service Agreement

1 United Way West Australia Inc User ID No. 138049 (Debit User) will initiate Direct Debit payments in the manner referred to in the Direct Debit Authority.

2 Debit payments will be made when due. The Debit User will not issue individual confirmation of payments made.

3 The Debit User will give the customer at least 14 days' written notice if the Debit User proposes to vary details of this arrangement, including the amount and frequency of payments made.

4 If the customer wishes to defer any payment or alter any of their account details, the customer must either telephone the Debit User on 08 9440 4800 or write to the Debit User at PO Box 326, Osborne Park WA 6917.

5 Any queries concerning disputed debit payments must be directed to the Debit User in the first instance. Customers may obtain details of the claims process by contacting the Debit User.

6 Direct debiting is not available on the full range of accounts at all financial institutions. If in doubt, the customer should check with their financial institution before completing the Direct Debit Authority.

7 The customer should ensure that the account details provided are correct by checking them against a recent statement from the financial institution at which the account is held before completing the Direct Debit Authority.

8 By signing the Direct Debit Authority, the customer warrants and represents that he/she/they is/are authorised to request the debiting of payments from the specified account.

9 It is the responsibility of the customer to have sufficient cleared funds available in the account to be debited to enable debit payments to be made in accordance with their Direct Debit Authority.

10 If a debit payment falls due on any day which is not a business day, the payment will be made on the next business day.

11 If a debit payment is returned unpaid, the customer may be charged a fee for each unpaid item.

12 Customers wishing to cancel their Direct Debit Authority or to stop individual debit payments must contact the Debit User by telephoning 08 9440 4800 or by writing to the Debit User at PO Box 326, Osborne Park WA 6917.

13 Except to the extent that disclosure is necessary in order to process debit payments, investigate and resolve disputed transactions or is otherwise required by law, the Debit User will keep details of the customer's account and debit payments confidential.