



# Direct Debit Request – Authorisation Form

<b>OSHC Service</b>	
<b>Child/ Children’s Name</b>	

I authorise Debitsuccess Pty Ltd, ACN 095 551 581, APCA User ID Number 184534, to debit my account at the Financial Institution identified here through the Bulk Electronic Clearing System (BECS) for any amounts properly payable by me to YMCA NSW, subject to the Terms and Conditions of the Direct Debit Request.

SECTION A: Authorised Person Details				
<b>First Name</b>		<b>Surname</b>		
<b>Home Address</b>				
<b>Suburb</b>		<b>State</b>		<b>Post Code</b>
<b>Mobile No.</b>				
<b>Email</b>				

SECTION B: Payment Method (please select one method only)				
<b>Credit or Debit Card: 0.79% + GST Surcharge applies</b>				
<b>Card Type</b>	Visa <input type="checkbox"/> Mastercard <input type="checkbox"/>	<b>Please Note:</b> We do not accept American Express		
<b>Name on Card</b>				
<b>Card Number</b>				
<b>Expiry Date</b>				
Bank Account				
<b>Financial Institution</b>				
<b>Name on Account</b>				
<b>BSB (6 Digits)</b>		<b>Account No.</b>		

SECTION C: Payment Details					
<b>Direct Debit Setup Fee</b>	\$2.20	<b>Credit Card Surcharge:</b>	0.79% + GST	<b>Dishonour Fee:</b>	\$10.00
<b>Payment Frequency</b>	Fortnightly		<b>Day of Week</b>	Friday	

SECTION D: Authority			
<p>By signing this Direct Debit Request (DDR), you acknowledge that you have understood and agreed to the terms and conditions governing debit arrangements between you and Debitsuccess Pty Limited (ACN: 095 551 581) (as agent on behalf of YMCA NSW) set out herein and in the accompanying Enrolment Agreement. You authorise Debitsuccess to make periodic debits on behalf of YMCA NSW of the amount payable, and to debit its administration, transaction charges and any dishonour fees under this DDR.</p>			
Account or Card Signatory		Second Account Signatory (if required)	
<b>Full Name</b>		<b>Full Name</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Date</b>		<b>Date</b>	



# Terms and Conditions

## Debitsuccess Direct Debit Request (DDR) Service Agreement

This Agreement is designed to explain what your obligations are when undertaking a Direct Debit arrangement involving Debitsuccess. It also details what Debitsuccess' obligations are to you and forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR Authorisation Form

### Initial Terms

I/We authorise Debitsuccess Pty Limited (ACN: 095 551 581) APCA User ID 184532 to make periodic debits on behalf of YMCA NSW as the "Business" as indicated on DDR Authorisation Form (herein referred to as the Business). I/We acknowledge that if specified by the Business, in addition to the agreed periodic debits set out in the DDR Authorisation Form, administration/setup, variation, reversal, dishonour, or processing fees may also apply and be debited under the DDR as instructed by the Business.

### Relationship

I/We acknowledge that Debitsuccess is acting as an agent of the Business and that Debitsuccess does not provide any goods or services, and has no express or implied liability in relation to the goods and services provided by the Business or the terms and conditions of any agreement with the Business.

### Cleared Funds

I/We acknowledge that it is my/our responsibility to ensure that there are sufficient cleared funds in the nominated account by, and at all times on, the due date of the payment ("Day to Debit") to enable the direct debit to be honoured on the Day to Debit. I/We acknowledge and agree 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 when the debit is attempted, I/we agree that I/we will be responsible for any fees and charges that may be charged by my/our Financial Institution.

### Variations to Debit Terms

I/We authorise the Business to vary the amount of the payments from time to time if provided for within my/our agreement with the Business. I/We authorise Debitsuccess to vary the amount of the payments upon instructions from the Business, and where such instructions from the Business are received by Debitsuccess, I/we do not require Debitsuccess to notify me/us of such variations to the debit amount. I/We acknowledge that Debitsuccess/Business is to provide 14 days' notice if proposing to vary the terms of the debit arrangements otherwise than as provided for herein. I/We acknowledge that my/our requests to vary, defer or stop the debit arrangement must be directed to the Business.

### Cancelling These Debit Terms

I/We understand that I/we are able to cancel this DDR by requesting this of the Business or my/our Financial Institution, and I/we acknowledge that cancellation of the authority to debit my/our account will not terminate my/our agreement with the Business or remove my/our liability to make the payments I/we have agreed to. I/We understand that enrolments are perpetual (ongoing) and the direct debit payments will continue until written notice of cancellation is submitted by the authorised person. Two (2) weeks' written notice is required to cease an enrolment and the associated DDR.

### Non-Working Day

When the day to debit falls on a weekend or public holiday the debit will be initiated on the next working day.

### Dishonoured Payments

I/We acknowledge that: (a) if a debit is returned by my/our Financial Institution as unpaid, I/we will be responsible for any Debitsuccess fees and charges (currently up to \$10.00 for each unsuccessful debit), in addition to any Financial Institution charges and collection fees (including, but not limited to, any fees of solicitors and collection agents appointed by Debitsuccess); and (b) Debitsuccess may attempt to re-process any unsuccessful payments as advised by the Business and/or add such unsuccessful payment to any future payments.

### Accuracy of Information

I/We acknowledge that it is my/our responsibility to ensure that the details entered on the DDR Authorisation Form are correct and that Debitsuccess is not liable to the extent that any such details are wrong and this causes a required payment to be missed. In addition, where I/we are paying the required payments by credit card and have entered the details of the credit card on the DDR Authorisation Form, I/we agree that Debitsuccess may continue to debit from the credit card in accordance with the terms of this Agreement to the extent that the credit card has expired, and that it is wholly my/our responsibility to provide details of any replacement credit card to Debitsuccess via the Business.

### Disputes

I/We acknowledge that any disputes regarding debit payments will be directed to the Business. If no resolution is forthcoming, I/we understand that I/we are to direct any such dispute to my/our Financial Institution.

### Other Authorisations

I/We authorise:

- (a) Debitsuccess to verify details of my/our account with my/our Financial Institution; and
- (b) The Financial Institution to release information allowing Debitsuccess to verify my/our account details.

### Information Security

Debitsuccess agrees that it will make reasonable efforts to keep your information contained in the DDR (including account details) and any other information that we have about you confidential and secure, and will 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. Debitsuccess 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).