



AUSTRALIAN
WAGYU
ASSOCIATION

wagyu.org.au
Ph.: 02 6773 3265

Direct Debit Request

Request and Authority to debit the account named below to pay the Australian Wagyu Association

Request and Authority to Debit	<p>Your Surname or company name _____</p> <p>Your Given names or ABN/ARBN _____ "you"</p> <p>request and authorise the Australian Wagyu Association (AWA), DE ID: 510647, to arrange, through its own financial institution, a debit to your nominated account any amount the AWA has deemed payable by <i>you</i>.</p> <p>This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from <i>your</i> account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.</p>
Insert the name and address of financial institution at which your account is held	<p>Financial institution name _____</p> <p>Address _____</p> <p>_____</p>
Insert details of account to be debited	<p>Name/s on account _____</p> <p>BSB number (Must be 6 Digits) _ _ _ _ - _ _ _ _ </p> <p>Account number _ _ _ _ _ _ _ _ _ _ _ _ _ _ </p>
Acknowledgment	<p>By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and the AWA as set out in this Request and in your Direct Debit Request Service Agreement.</p>
Payment Details (OPTIONAL) Delete options not applicable or entire section if not required.	<p>The maximum amount to be debited at any one time is: \$ _____ / _____ (amount in words)</p> <p>and/or The first debit may be made on ___/___/_____ at a weekly/ fortnightly/ monthly/ quarterly/ half yearly/ yearly intervals after that;</p> <p>and/or Debits may be made fourteen days after the issue of billing advice.</p>
Insert your signature and address	<p>Signature _____ (If signing for a company, sign and print full name and capacity for signing eg. director)</p> <p>Address _____</p> <p>_____</p> <p>Date ___ / ___ / ___</p>
Second account signatory (if required)	<p>Signature _____ (If signing for a company, sign and print full name and capacity for signing eg. director)</p> <p>Address _____</p> <p>_____</p> <p>Date ___ / ___ / ___</p>

Direct Debit Request – Service Agreement with the Australian Wagyu Association

The following is your Direct Debit Service Agreement with the **Australian Wagyu Association (AWA), ABN 35 003 700 72, User ID: 510647**. The agreement is designed to explain what your obligations are when undertaking a Direct Debit arrangement with us. 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.

Definitions

- **account** means the account held at *your financial institution* from which we are authorised to arrange for funds to be debited.
- **agreement** means this Direct Debit Request Service Agreement between *you* and *us*.
- **banking day** means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.
- **debit day** means the day that payment by *you* to *us* is due.
- **debit payment** means a particular transaction where a debit is made.
- **direct debit request** means the Direct Debit Request between *us* and *you*.
- **us** or **we** means the **Australian Wagyu Association**, (the Debit User) *you* have authorised by signing a *direct debit request*.
- **you** means the customer who signed the *Direct Debit Request*.
- **your financial institution** means the financial institution nominated by *you* on the DDR at which the *account* is maintained.

1. Debiting your account

By signing a DDR, you have authorised us to arrange for funds to be debited from your account. You should refer to the DDR and this agreement for the terms of the arrangement between us and you.

We will only arrange for funds to be debited from your account as authorised in the DDR.

If the debit day falls on a day that is not a banking day, we may direct your financial institution to debit your account on the following banking day.

If you are unsure about which day your account has or will be debited you should ask your financial institution.

2. Amendments by us

We may vary any details of this agreement or a DDR at any time by giving you at least fourteen (**14**) days written notice.

3. Amendments by you

You may change, stop or defer a debit payment, or terminate this agreement by providing us with at least fourteen (**14**) days notification by writing to: **AWA, c/- ABRI, University of New England, Armidale 2351**, or by telephoning us on **(02) 6773 3265** during business hours, or by arranging it through your own financial institution.

4. Your obligations

It is your responsibility to ensure that there are sufficient clear funds available in your account to allow a debit payment to be made in accordance with the DDR.

If there are insufficient clear funds in your account to meet a debit payment:

- (a) you may be charged a fee and/or interest by your financial institution;

- (b) you may also incur fees imposed or incurred by us, such as debtor admin fees; and

- (c) you must arrange for the debit payment to be made by another method or arrange for sufficient clear funds to be in your account by an agreed time so that we can process the debit payment.

You should check your account statement to verify that the amounts debited from your account are correct.

If the AWA is liable to pay goods and services tax (GST) on a supply made in connection with this agreement, then you agree to pay the AWA on demand an amount equal to the consideration payable for the supply multiplied by the prevailing GST rate.

5. Dispute

If you believe that there has been an error in debiting your account, you should notify us directly on **(02) 6773 3265** and confirm that notice in writing with us as soon as possible so that we can resolve your query more quickly. Alternatively you can take it up directly with your financial institution.

If we conclude as a result of our investigations that your account has been incorrectly debited we will respond to your query by arranging for your financial institution to adjust your account (including interest and charges) accordingly. We will also notify you in writing of the amount by which your account has been adjusted.

If we conclude as a result of our investigations that your account has not been incorrectly debited we will respond to your query by providing you with reasons and any evidence for this finding in writing.

6. Accounts

You should check:

- (a) with your financial institution whether direct debiting is available from your account; and
- (b) your account details provided to us are correct by checking them against a recent account statement; and
- (c) with your financial institution before completing the DDR if you have any queries about how to complete the DDR.

7. Confidentiality

We will keep any information (including your account details) in your DDR confidential. We will 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).

8. Notice

If you wish to notify us in writing about anything relating to this agreement, you should write to AWA at the above address, or email us at accounts@wagyu.org.au.

We will notify you about anything relating to this agreement by sending an email to the address you have given us in the DDR.