

DIRECT DEBIT REQUEST FORM (UF02)

94 Boulter Road, Berrimah
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Email: Info@yillihousing.com.au
Web: yillihousing.com.au



This form allows you to request for your rent be paid through direct debit from your account or pay.

I/We (Full Name)

Of (Address)

Postcode:

Telephone:

Authorize and request the Yilli Rreung Housing Aboriginal Corporation to arrange for funds to be debited from my/our account at the financial institution identified below in accordance with this request and the terms attached, which I/we agree to.

This authorization and request will remain in force in accordance with the terms of the **Service Agreement**.

PAY TO YILLI RREUNG HOUSING ABORIGINAL CORPORATION

NATIONAL BANK BSB : 085 933

ACCOUNT NUMBER : 587983973

THE SCHEDULE

*N.B. – direct debiting is not available on the full range of accounts e.g.: passbook accounts.
If in doubt, please refer to your bank/financial institutions*

Name of Account :

Name of Bank :

Branch :

Bank/State/Branch Number

Account Number

YRHAC Identification Number :

Amount (\$) :

Payment Frequency : Weekly Fortnightly Other _____

Monday Tuesday Wednesday Thursday Friday

Signature of Applicant

Name :

Date :

DIRECT DEBIT REQUEST

What is direct debiting?

Direct debiting is when money is automatically transferred from your bank or credit union account to make a payment for rent or other services. You can take the hassle out of making your payments to Yilli by arranging to pay directly from your account.

Address correspondence to GPO Box 1299, Palmerston 0831 Ph: 89 350 111

DIRECT DEBIT REQUEST SERVICE AGREEMENT

1. **Notification of Amount and Drawing date** - The Corporation will debit your account for the amounts and on the dates you have authorised in the **Direct Debit Request**.
2. **Variation of Terms by Yilli Rreung Housing Aboriginal Corporation** – The Corporation undertakes to provide you with at least **14** days' notice of any proposed variation to existing arrangements.
3. **Variation of Terms by Yilli Rreung Housing Aboriginal Corporation Customer** – If you contact the Corporation at least 2 days before any agreed drawing takes effect, requesting deferment of or alteration to existing arrangements, the Corporation will consider your request as soon as practicable, and give you a reason for its response.
4. **Stopping Debits** – If you wish to cancel a **Direct Debit Request** or stop a particular debit, we request you provide the Corporation at least 2 days prior notice.
5. **Disputes** – If you dispute any debit to your account pursuant to the **Direct Debit Request**, you should direct your query to the Corporation in the first instance. Your query should be in writing setting out your details and the things which you dispute. However, you are invited to telephone the Corporation to discuss the problem before lodging a written dispute, because often things can be explained or problems sorted out quickly in a telephone conversation. The Corporation will promptly investigate any written dispute, and give you a response within a reasonable time.
6. **Check your account allows Direct Debit** – Direct Debiting may not be available on all accounts. Please check with your own Financial Institution if in any doubt, or to confirm relative account information to complete the **Direct Debit Request**.
7. **Available Funds** – It is your responsibility to have insufficient clear funds available in your account on the due date to permit payment of debits in accordance with your **Direct Debit Request**.
8. **Payments due on non-business days** – if a day nominated for a debit on the **Direct Debit Request** is not a business day in the place of lodgment (for example, a weekend or public holiday) your account will be debited on the next business day. Enquiries as to when the debit will be processed should be directed to your financial institution.
9. **Return Debits** – if your financial institution does not pay a debit requested in accordance with the **Direct Debit Request**, you must make alternative arrangements to ensure that the Corporation is paid that amount immediately. You must also pay the Corporation any dishonor fee it incurs and an administration fee of \$1.50 for the dishonor.
10. **Privacy** – The information you provide on the **Direct Debit Request** will only be used for the purpose intended. The Corporation will take reasonable precautions to maintain the confidentiality of your records and account details. Note, however, that the Corporation's financial institution may require such information to be provided in connection with a claim made on it relating to an alleged incorrect or wrongful debt.