DIRECT DEBIT REQUEST

☐ NEW REQUEST
☐ ALTERATION
☐ CANCELLATION

FAMILY NAME ............................................. STUDENT/ S .............................................
........................................................................................................................................
........................................................................................................................................

I wish to pay school fees due as follows:

A regular QUARTERLY amount of $ ___________ (Same Day Every Three Months)
A regular MONTHLY amount of $ ___________
A regular FORTNIGHTLY amount of $ ___________
A regular WEEKLY amount of $ ___________

START DATE ....................... FINISH DATE ..................... OR UNTIL FURTHER NOTICE
(These dates MUST be entered for the Bank to set up the Direct Debit)

Signature: .................................................. Date: ..................................................
Signature: .................................................. Date: ..................................................

Please return this form to your School Administration.

Office Use Only: School Account No 1128 S2.2
Reference Details..............................................................................................................
## Direct Debit Request

**Catholic Development Fund**  
130 Lake Street Cairns 4870  
PO Box 625, Cairns 4870

### Request and Authority to debit the account named below to pay

<table>
<thead>
<tr>
<th>Request and Authority to debit</th>
<th>Roman Catholic Trust Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surname or company name</td>
<td>________________________________</td>
</tr>
<tr>
<td>Given names or ACN/ARBN</td>
<td>________________________________</td>
</tr>
<tr>
<td>(“you”)</td>
<td></td>
</tr>
<tr>
<td>request and authorise Roman Catholic Trust Corporation Debit User ID 148020 to arrange for any amount Roman Catholic Trust Corporation 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].</td>
<td></td>
</tr>
</tbody>
</table>

### Insert the name and address of the financial institution at which account is held

<table>
<thead>
<tr>
<th>Financial institution name</th>
<th>________________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>________________________________</td>
</tr>
<tr>
<td></td>
<td>________________________________</td>
</tr>
</tbody>
</table>

### Insert details of account to be debited

| Name of account | ________________________________ |
| BSB number      | [ ] [ ] [ ] [ ] |
| Account number  | [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] |

### Acknowledgment

By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and Roman Catholic Trust Corporation, as set out in this Request and in your Direct Debit Request Service Agreement.

### Insert your signature and address

| Signature | ________________________________ |
| (If signing for a company, sign and print full name and capacity for signing eg. director) |
| Address   | ________________________________ |
|           | ________________________________ |
| Date      | __/__/____ |
### 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.

business 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 (and includes any Form PD-C approved for use).

us or we means Roman Catholic Trust Corporation, 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 is the financial institution where you hold the account that you have authorised us to arrange to debit.

### 1. Debiting your account

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

1.2 We will only arrange for funds to be debited from your account as authorised in the direct debit request.

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

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

### 2. Changes by us

2.1 We may vary any details of this agreement or a direct debit request at any time by giving you at least fourteen (14) days' written notice.