



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.

<p><u>Office Use Only:</u> School Account No <u>1128 S2.2</u></p> <p>Reference Details.....</p>

Direct Debit Request Service Agreement



Catholic Development Fund

130 Lake Street Cairns 4870

PO Box 625, Cairns 4870

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.