

St Mary's School

15-33 Bridlington Ave

Echuca 3564

03 5482 1342

www.smechuca.catholic.edu.au

Direct Debit Request



Request an Authority to Debit your Account

First Name/s _____ Surname _____

I /We, request and authorise St Mary's School Echuca ABN 77 914 476 179 to debit my account through the Bulk Electronic Clearing System (BECS) as detailed below to pay school fees. This authority remains in force until such time that I provide written instruction to amend or cancel this authority.

Amount and Frequency of Debit

A specified amount of \$ _____ continuing until cancellation.

- Weekly (Friday)
 Fortnightly
 Monthly
 Quarterly (February, May, August, November)
 Annually (March)

(Please tick your preferred payment arrangement)

Account to be Debited

Account Name: _____

Financial Institution Name: _____

BSB Number: |_|_|_| - |_|_|_| Account Number: |_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|

Your Contact Details

Address: _____

Email: _____

Phone: _____

Student name/s: _____

By signing and/or providing us with a valid instruction in respect to your Direct Debit Request you confirm that:

- you are authorised to operate the nominated account; and
- you have understood and agreed to the terms and conditions set out in this Request and in your Direct Debit Request Service Agreement.

Your Signature

Signed in accordance with the account authority on your account:

Signature 1: _____

Signature 2: _____

Date: _____

Please sign and return this form to Administration or email to fees@smechuca.catholic.edu.au

**St Mary's
School**

15-33 Bridlington
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holic.edu.au

Direct Debit Request Service Agreement



This is your Direct Debit Service Agreement with St Mary's School Echuca 77 914 476 179 (the Debit User).

It explains 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.

Please keep this agreement 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 authorisation.

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 written, verbal or online request between us and you to debit funds from your account.

us or we mean St Mary's School Echuca, (the Debit User) you have authorised by requesting a Direct Debit Request.

you mean the customer who has authorised the Direct Debit Request.

your financial institution means the financial institution at which you hold the account you have authorised us to debit.