

Blue Mountains East Timor Sisters Project

Union Aid Abroad-APHEDA
Level 3, 377-383 Sussex St, Sydney NSW 2000
Tel.: 02 9264 9343 Fax: 02 9261 1118
Email: office@apheda.org.au
Web: www.apheda.org.au
ABN 76 425 451 089

Request for Debiting Amounts to Accounts by the Direct Debit System – Form DDR

▶ Customer's Authority

I / We:

Name of Customer/s giving the DDR

Authorise you:

Australian People for Health, Education & Development Abroad (APCA User ID 062529)

To arrange for funds to be debited from my / our account at the financial institution below as prescribed below through the Bulk Electronic Clearing System (BECS).

This authorisation is to remain in force in accordance with the terms described in the Service Agreement (see below).

▶ Details of the Account to be Debited

(all details must be supplied)

Name of the Financial Institution

Address of Financial Institution

Name on the Account



BSB Number

Account Number

▶ Donor Details

Address

Postcode

Telephone

▶ Payment Details

I/we request that you debit my/our account in accordance with the service agreement

\$

Amount to be debited

▶ Signature / s

Direct Debit Request Service Agreement

1. By signing a direct debit request, you have authorised APHEDA Inc. (APCA User ID 062529) to arrange for the specified funds to be debited from your nominated account of the 15th of each month (except if the due date falls on a non-working day or public holiday, the payment will be processed on the next/previous working day) until you request in writing to stop or alter such debit arrangements.
2. APHEDA Inc will provide you with fourteen (14) days notice if we propose to vary the direct debit service agreement.
3. If you wish to alter, cancel or defer a debit payment, you must phone us on 02 9264 9343, write to Union Aid Abroad-APHEDA at Level 3, 377 – 383 Sussex St, Sydney, NSW 2000, or email office@apheda.org.au at least three (3) working days prior to the next debit date.
4. It is your responsibility to ensure sufficient cleared funds are in the nominated account where the payments are to be drawn. If there are insufficient funds in your account to meet a debit payment, you are responsible for any fees and/or interest your financial institution may charge you.
5. The donor should be aware that: a) Direct Debiting through the Bulk Electronic Clearing System (BECS) is not available on all accounts; b) Account details should be checked against a recent statement from your financial institution. If you are in any doubt, you should check with your ledger financial institution before completing the drawing authority.
6. All Donor's records and account details will be kept private and confidential, to be disclosed only:
(a) to officers of the Blue Mountains East Timor Sisters Project to verify fundraising and receipting,
(b) at the request of the Donor or financial institution in connection with a claim made to an alleged incorrect or wrongful debt.