

Your Name	Customer No.	Home Phone No.	Mobile No.

Your Banking Details

Please note that only cheque accounts and certain types of savings accounts are available for Direct Debit. If you are unsure about your account, please check with your bank. Please provide your Bank/Branch number, account number and suffix of account to be debited in the spaces provided below:

Name of Bank Account Holder:																						
<table border="1" style="width:100%; height: 20px;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>							<table border="1" style="width:100%; height: 20px;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>											<table border="1" style="width:100%; height: 20px;"> <tr><td> </td><td> </td><td> </td></tr> </table>				Authority to accept Direct Debits <small>(Not to operate as an assignment or as an agreement)</small>
Bank Number/Branch Number	Account Number	Suffix	Authorisation Code <table border="1" style="width:100%; text-align: center;"> <tr><td>0</td><td>3</td><td>1</td><td>9</td><td>7</td><td>0</td><td>1</td></tr> </table> <small>(user number)</small>	0	3	1	9	7	0	1												
0	3	1	9	7	0	1																
To: The Manager (please print full Postal Address clearly)																						
<table border="1" style="width:100%; height: 80px;"> <tr><td style="padding: 2px;">Name of Bank and Branch</td></tr> <tr><td style="padding: 2px;">Address (PO Box)</td></tr> <tr><td style="padding: 2px;">Town/City</td></tr> </table>				Name of Bank and Branch	Address (PO Box)	Town/City																
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Important <small>This authority must be returned to hampsta</small>																						

I/We authorise you until further notice in writing to debit my/our account with all the amounts which hampsta (hereinafter referred to as the initiator), the registered initiator of the Authorisation Code, may indicate by Direct Debit. I/We acknowledge and accept that the bank accepts authority upon the conditions listed at the bottom of this form.

Information to appear on my/our bank statement (to be completed by the initiator)

Payer Particulars	Payer Code*	Payer Reference																																																												
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*Any further information you would like to appear on your bank statement (optional).

Payment details

Payment amount: \$

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 I want to make my payments every: Week Fortnight Month

I would like my payments to be made at midnight on: Monday Tuesday Wednesday Thursday Friday

I would prefer my first payment to be made on: / / We will write or email you to confirm the actual start date.

Please Sign Here Bank Account Holder(s) to complete

Authorised Signature(s): X	Date: / /
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Approved 1970	For Bank Use Only	Date Received	Recorded By	Checked By	Bank Stamp
05/11	Original - Retain at Branch				

Conditions of this instruction to accept Direct Debits

1. The Initiator:-

(a) Undertakes to give notice to the Acceptor of the commencement date, frequency and amount at least 10 calendar days before the first Direct Debit is drawn (but no more than 2 calendar months). This notice will be provided either:

- (i) in writing; or
- (ii) by electronic mail where the Customer has provided prior written consent to the Initiator

Where the Direct Debit system is used for the collection of payments which are regular as to frequency, but variable as to amounts. The initiator undertakes to provide the Acceptor with a schedule detailing each payment amount and each payment date.

In the event of any subsequent change to the frequency or amount of the Direct Debits, the initiator has agreed to give advance notice of at least 30 days before changes come into effect. This notice must be provided either:

- (i) in writing; or
- (ii) by electronic mail where the Customer has provided prior written consent to the Initiator

OR

(a) Will not initiate a direct debit on my/our account unless authorisation is received from me/us in accordance with the terms and conditions agreed between me/us and the initiator of each amount to be debited from my/our account.

(b) Has agreed to send notice of the net amount of each direct debit and the due date of debiting after receiving authorisation from me/us under clause (a) but no later than the date the direct debit will be initiated. This notice must be provided either:

- (i) in writing; or
- (ii) by electronic mail where the Customer has provided prior written consent to the initiator. The notice will include the following message:

"The amount \$..... was direct debited to your bank account on (initiating date)."

(c) May, upon the relationship which gave rise to this Instruction being terminated, give notice to the Bank that no further Direct Debits are to be initiated under the Instruction. Upon receipt of such notice the Bank may terminate this Instruction as to future payments by notice in writing to me/us.

2. The Customer may:-

(a) At any time, terminate this Instruction as to future payments by giving written notice of termination to the Bank and to the Initiator.

(b) Stop payment of any Direct Debit to be initiated under this Instruction by the Initiator by giving written notice to the Bank prior to the Direct Debit being paid by the Bank.

(c) Request the Bank to reverse any Direct Debits initiated by the Initiator under the Instructions by debiting the amount of the Direct Debits back to the Initiator through the Initiator's Bank where the Initiator cannot produce a copy of the Instructions and/or Confirmation to me/us that I/we are reasonably satisfied demonstrate that I/we have authorised my/our bank to accept Direct Debits from the Initiator against my/our account PROVIDED the request is made not more than 9 months from the date when the first Direct Debit was debited to my/our account by the Initiator under the Instructions.

3. The Customer acknowledges that:-

(a) This Instruction will remain in full force and effect in respect of all Direct Debits passed to my/our account in good faith notwithstanding my/our death, bankruptcy or other revocation of this Instruction until actual notice of such event is received by the Bank.

(b) In any event this Instruction is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.

(c) Any dispute as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the Direct Debit has not been paid in accordance with this Instruction. Any other disputes lies between me/us and the Initiator.

(d) Where the Bank has used reasonable care and skill in acting in accordance with this Instruction, the Bank accepts no responsibility or liability in respect of: - the accuracy of information about Direct Debits on Bank statements - any variations between notices given by the Initiator and the amounts of Direct Debits

(e) The Bank is not responsible for, or under any liability in respect of the Initiator's failure to give written advance notice correctly nor for the non-receipt or late receipt of notice by me/us for any reason whatsoever. In any such situation the dispute lies between me/us and the Initiator.

(f) Notice given by the initiator in terms of clause 1(a) to the debtor responsible for the payment shall be effective. Any communication necessary because the debtor responsible for payment is a person other than me/us is a matter between me/us and the debtor concerned.

4. The Bank may:-

(a) In it's absolute discretion conclusively determine the order of priority payment by it of any monies pursuant to this or any other authority, cheque or draft properly executed by me/us and given to or drawn on the Bank.

(b) At any time terminate this Instruction as to future payments by notice in writing to me/us.

(c) Charge its current fees for this service in force from time-to-time.