

DIRECT DEBIT REQUEST - RATES

Customer(s) Authority

Name of Customer(s) requesting Direct Debit

I/We

Authorise

AUBURN COUNCIL

User ID No. 064234

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

I/We authorise Auburn Council to verify the details of the account with my/our Financial Institution and the Financial Institution to verify the details.

This authorisation is to remain in force until cancelled in accordance with the terms described in the agreement on the reverse side of this request.

Signature

Date

Signature

Date

Details of the Account to be Debited

Name of the Financial Institution

(All details must be supplied)

Account Name

BSB number

Account Number (Savings/Cheque Account only)

Payment details The payment is for rates and charges identified by Customer Number

AUBURN COUNCIL

DIRECT DEBIT AGREEMENT – RATES

To: The General Manager, Auburn Council, Post Office Box 118, Auburn NSW 1835

I/We _____ (print full name/s)
hereby make application to pay my/our rates by the direct debit system on the property below:

Please tick the appropriate box.

- in full
- by quarterly instalments commencing on _____
- by weekly or fortnightly payments of \$ _____ commencing on _____

I understand that it is my responsibility to ensure that the nominated account has sufficient clear funds on the due date of the payment to cover the amount payable. Please note that the payment may not be deducted until the first working day after the due date if the due date falls on a public holiday.

Should a Debit Item correctly requested be returned unpaid by your Financial Institution Council may charge an administration charge of \$42.50 plus any fee charged by Council's Financial Institution. This charge may be increased in accordance with CPI annually.

NOTE:

Rate notices and instalment notices will be issued approximately one month before the due date for payment. If you wish to cancel the Direct Debit Request or change the account details, notification must be in writing and received by Council prior to the due date.

No amount will be debited from the account if the balance of rates due is less than five dollars.

Should you wish to query any direct debit from your account by Council, please contact Council's Rates Section on 9735-1222 and quote your Customer Number.

Direct Debit is only available on savings/cheque accounts. Direct Debit cannot be made from a credit card account.

Council acknowledges that the account details are private and confidential and will not be disclosed to any unauthorised person. Council's Bank may require such information to be provided in connection with a claim made on it relating to an alleged incorrect or wrongful debit.

Property Address: _____

(Note: A separate application is required for each property)

Rates Customer Number: _____

Signature(s): _____ **Date:** _____

Business Hours Telephone Number: _____

(Note: To be signed by the ratepayer personally or by the authorised officer of the company/business or other owner body. Company seal to be affixed when applicable).