

**Bank Instructions**

Name (of Bank Account) \_\_\_\_\_

AUTHORISATION CODE

0	3	1	3	0	2	6
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**Bank's Account from which payments to be made:**

BANK		BRANCH			ACCOUNT NUMBER						SUFFIX		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(PLEASE ATTACH AN ENCODED DEPOSIT SLIP TO ENSURE YOUR NUMBER IS LOADED CORRECTLY)

**To: The Bank Manager**

BANK	BRANCH	TOWN/CITY
<input type="text"/>	<input type="text"/>	<input type="text"/>

I/We authorise you until further notice to debit my/our account with all amounts which Heartland Building Society (hereinafter referred to as the initiator) the registered initiator of the above Authorisation Code, may initiate by Direct Debit. I/We acknowledge and accept that the bank accepts this authority only upon the conditions listed below.

**Information to appear on my/our Bank Statement:**

PAYER PARTICULARS	PAYER CODE	PAYER REFERENCE
<input type="text"/>	<input type="text"/>	<input type="text"/>

Your Signature(s) \_\_\_\_\_

Date / / \_\_\_\_\_

APPROVED <b>1302</b> 09 / 05	FOR BANK USE ONLY. <b>ORIGINAL</b> - RETAIN AT BRANCH DATE RECEIVED: / / RECORDED BY: CHECKED BY:	BANK STAMP
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**CONDITIONS OF THIS AUTHORITY TO ACCEPT DIRECT DEBITS**

## 1. The Customer:

(a) Has agreed to give written advance notice to the Acceptor of the net amount of each Direct Debit (at least 2 calendar days not more than 1 calendar month ahead). This notice must be provided

(i) In writing or

(ii) By electronic mail where the Customer has provided an email address previously. The customer needs to provide their personal password in order to activate the request. The advance notice will include the following message

"Unless advice to the contrary is received from you by (date) the amount of \$..... will be Direct Debited to your Bank account on (initiating date).

This date will be at least two (2) calendar days prior to the initiating date to allow for amendment of Direct Debits or

(b) Has agreed to send notice of the net amount of each Direct Debit no later than the day the Direct Debit is initiated.

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.

The notice will include the following message "the amount \$..... was direct debited to your Bank account on (initiating date).

(c) When the relationship is terminated, the Society will terminate any Direct Debits initiated under the Authority.

## 2. The Customer may:

(a) At any time, terminate this Authority as to future payments by giving written notice of termination to the Society and to the initiator.

(b) Stop payment of any Direct Debit under this authority by giving written notice to the Bank 2 days prior to the Direct Debit being paid by the Bank.

(c) Variations to the amount paid on any direct debit from the Customer's Society account is acceptable as long as the variations have been requested at least 2 days prior to the date of transaction.

## 3. The Customer acknowledges that:

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

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

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

(d) Where the Bank has used reasonable care and skill in acting in accordance with this authority the Society accepts no responsibility or liability in respect of

- The accuracy of information about Direct Debits on the Society's 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.

## 4. The Bank may:

(a) In its 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 authority 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.