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| Source Funding Pty Ltd (ABN 95 622 815 294)  ACL & AFSL 510226  Tel: 02 9157 1100  Email: [enquiries@sourcefunding.com.au](mailto:enquiries@sourcefunding.com.au)  Address: Level 6, 201 Kent Street Sydney NSW 2000 | | **Direct Debit Request Form** |
| **Your contact / personal details** | | |
| **Your company name & ACN (company account holder):** | | Name: <<BORDET1FULLNAMESAL>> ACN:<<BORDET1ACN>> |
| Your ABN (for the company) | | ABN: |
| Your trust name & ABN for the trust (if applicable) | | Name: <<bordet1trustname>> ABN: |
| Your registered office address: <<BORDET1ADDRESSLINE1>>, <<BORDET1SUBURB>> <<BORDET1STATE>> | | |
| Post Code: <<BORDET1postcode>> Your email address: <<BORDET1EMAILADDRESS>> | | |
| **Loan account details (the” *loan*”)** | | |
| Loan account number: <<LOANNumber>> | | Loan BSB number: Not Applicable |
| **Direct Debit nominated account details (the “*nominated account”*)** | | |
| *This is the account funds are to be drawn from (also the account which we link in your internet portal as nominated account)*  *This is essential even if you wish to select option 3 to deduct repayments from your loan offset account.* | | |
| Account name: **nombankname\** | | |
| Account number: **nombankaccount\** | | BSB number: **\nombankbsb\** (must be 6 digits) |
| Name of financial institution: **nombank\** | | |
| Address of financial institution: | | |
| **Your request and the *credit provider’s*  authority, to debit your *nominated account*** | | |
| I /We request and authorise Source Funding Pty Ltd (ABN 95 622 815 294) (Direct Debit User ID 627990 ) (the *credit provider* specified in the Direct Debit Service Request Agreement) to debit, through Bulk Electronic Clearing System, my/our *nominated account* (specified above) with: | | |
| Option 1: | Any amount you may charge me/us under our loan (such as my/our scheduled repayments and any overdue amounts), as and when those amounts become due – Monthly repayment.  Optional  weekly (Monthly repayment/4)  fortnightly (Monthly repayment/2) | |
| Option 2: | The minimum repayment + fixed amount $      **OR**  A fixed amount of $       *(Greater than the required minimum payment)*  weekly  fortnightly  monthly *Interest Only (monthly only)* | |
| Option 3: | Set up recurrent inter-account transfers to cover the repayments from **Loan Offset Account**  Minimum Amount  Fixed Amount of $      *(Greater than the required minimum payment)*  weekly  fortnightly  monthly *Interest Only (monthly only)* | |
| *I/We acknowledge that the credit provider can amend the amount drawn under this authority in accordance with clause 2 of the Direct Debit Request Service Agreement.*  *I/We further acknowledge that if I/we have not properly selected and completed one of the drawing options above, I/we will be deemed to have selected Option 1.* | | |

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| **Acknowledgement** |
| By signing this Direct Debit Request, I/we acknowledge having read and understood the terms and conditions governing the debit arrangement between me/us and the *credit provider* (specified in the Direct Debit Service Request Agreement) as set out in this request and in my/our Direct Debit Request Service Agreement. |
| **Signed by** (company account holder ) |
| |  |  | | --- | --- | | Name: **<<Guarantor2FULLNAME>>** |  | | Signature: **\**  **\**  **signature1** | /Sig1Date/ | | Capacity: director / co. secretary / sole director & company secretary |  | |

1. **Definitions**

In this agreement, words that ***appear like this*** have a special meaning, as follows:

***agreement*** means this Direct Debit Request Service Agreement.

***APRA*** means theAustralian Prudential Regulatory Authority.

***business day*** means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.

***credit provider*** means Source Funding Pty Ltd (ABN 95 622 815 294) ACL & AFSL 510226.

***DD request*** means the Direct Debit Request between *you* and *us*.

***debit******day***means the day that a direct debit is to be made under *your DD request* and this *agreement.*

***drawing*** means a particular transaction where a debit is made.

***nominated account*** means the account held at *your ADI* from which *we* are authorised to arrange for funds to be debited as shown on the *DD request* or any other account *you* nominate and *we* acknowledge, in writing (from time to time).

***we/us***means the *credit provider*.

***you/your*** means the person or entity providing the *DD request*.

***your ADI*** is the Australian deposit taking institution regulated by APRA, where *you* hold the *nominated account*.

1. **Debiting your *nominated account***
   1. By signing a *DD request*, *you* have authorised *us* to arrange for funds to be debited from *your nominated account*. *You* should refer to the *DD request* and this *agreement* for the terms of the arrangement between *you* and *us.*
   2. If the *debit* *day* falls on a day that is not a *business day*, *we* may direct *your ADI* to debit *your nominated account* on the following *business day*. If *you* are unsure about which day *your nominated account* has or will be debited *you* should ask *your ADI*.
2. **Changes by *us***
   1. *We* may vary any details of this *agreement* or a *DD request* (including the amount drawn to ensure *your* obligations under *your* loan (as set out in *your DD request*) are met) at any time by giving *you* written notice. *We* will give *you* at least fourteen (14) days prior notice of any change.
3. **Changes by *you***
   1. If *you* wish to stop or defer a *drawing* *you* can either:
4. notify *us* in writing at least five (5) *business days* before the next *debit day* that *you* wish to do so; or
5. arrange it through *your ADI*.
   1. *You* may also cancel *your* authority for *us* to debit *your nominated account* by either:
6. giving *us* five (5) *business days* notice in writing before the next *debit day* that *you* wish to do so; or
7. arranging it through *your ADI.*
   1. *You* may make other changes to the arrangements under a *DD request* by writing to *us* or contacting *us*.
8. ***Your* obligations**
   1. It is *your* responsibility to ensure that there are sufficient clear funds available in *your nominated account* to allow a *drawing* to be made in accordance with the *DD request* and this *agreement*.
   2. If there are insufficient clear funds in *your nominated account* to meet a *drawing*:
9. *you* may be charged a fee and/or interest by *your ADI* and/or by *us; and*
10. *you* must arrange for the *drawing* to be made by another method or arrange for sufficient clear funds to be in *your nominated account* by an agreed time so that *we* can process the *drawing*.
11. **Disputes**
    1. If *you* believe that there has been an error in debiting *your nominated account*, *you* should notify *us* directly by contacting *us* by telephone and confirm that notice in writing with *us* as soon as possible so that *we* can resolve *your* query more quickly. Alternatively, *you* can take this up with *your ADI* directly.
    2. If *we* conclude as a result of our investigations that *your nominated account* has been incorrectly debited *we* will respond to *your* query by arranging for *your ADI* to adjust *your nominated account* (including interest and charges) accordingly. *We* will also notify *you* in writing of the amount by which *your nominated account* has been adjusted.
    3. If as a result of our investigations *we* conclude that *your nominated account* has not been incorrectly debited *we* will respond to *your* query by providing *you* with reasons and any evidence for this finding.
12. ***Nominated accounts***
    1. Before completing *your DD request*, *you* should check:
13. with *your ADI* whether direct debiting is available from *your nominated account* as direct debiting is not available on all accounts offered by ADIs;
14. *your nominated account* details which *you* have provided to *us* are correct by checking them against a recent *nominated account* statement;
15. with *your ADI* if *you* have any queries about how to complete the *DD request*.
16. ***Confidentiality***
    1. *We* will keep any information (including *your* account details) in *your*  *agreement* confidential. We will make reasonable efforts to keep any such information *we* have about *you* secure and to ensure that any of *our* employees or agents who have access to information about *you* do not make any unauthorised use, modification, reproduction or disclosure of that information.
    2. *We* will only disclose information that *we* have about *you*:
17. to the extent specifically required by law; or
18. for the purposes of this *agreement* (including disclosing information in connection with any query or claim).
19. ***Contacting each other***
    1. If *you* wish to notify *us* in writing about anything relating to this *agreement,* *you* should write to us at the address specified in the *Direct Debit Request*.
    2. *We* will notify *you* by sending a notice to the preferredaddress or email *you* have given *us* in the *Direct Debit Request*. Any notice will be deemed to have been received on the second *Business Day* after sending.