YMCA INSTITUTE OF EDUCATION & TRAINING
DIRECT DEBIT REQUEST

ZTR.031 12/02

CUSTOMERS' AUTHORITY

NAME OF CUSTOMER(S) GIVING THE DDR:	ADDRESS OF CUSTOMER: Postcode:

I/We authorise the YMCA (APCA User ID Number 051767) 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 (BECS). This authorisation is to remain in force in accordance with the terms described in the YMCA Direct Debit Agreement as stated below.

SIGNATURE OF ACCOUNT HOLDERS (if joint account, both signatures may be required)

Signature:…….. Date:……../……../…….. Enrolment No……..

Signature:…….. Date:……../……../……..

DETAILS OF THE ACCOUNT TO BE DEBITED (All details must be supplied)

NAME OF FINANCIAL INSTITUTION:	ADDRESS OF FINANCIAL INSTITUTION: Post Code:

ACCOUNT NAME:

BSB NUMBER: ☐☐☐ ☐☐☐ ACCOUNT NUMBER: ☐☐☐☐☐☐☐☐☐

CREDIT CARD APPLICATION:

- ○ Visa
- ○ Amex
- ○ Mastercard
- ○ Diners
- ○ Bankcard

Cardholders Name:……

Card Expiry Date:……

Card Number: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

ALL BANK DETAILS VERIFIED BY STAFF MEMBER:

YMCA DIRECT DEBIT AGREEMENT

I/We authorise and agree to the following and acknowledge that I/We have not relied upon any promise, statement or representation other than that contained in the Terms and Conditions of Enrolment:

1. To pay a minimum of _____ monthly payments of $_____ deductible from the bank account (detailed above) for a total course fee of no less than $_____.
2. That extension to the time taken to complete the course will immediately authorize payments to continue to be deducted from this account after the minimum period.
3. I/We will provide the YMCA with at least one month's written notice of early cancellation of the course.
4. All cancellations and changes to enrollment must be made and signed *in person* at the centre on a 'Customer Request Form' to ensure confidentiality of account details and accuracy of records. All changes must be made on or prior to the 15th of the month to be reflected in the next debit.
5. I understand that any request for early cancellation of this direct debit will only be granted at the discretion of the YMCA. However, in the event of an early cancellation being approved, a minimum fee of $150.00 will be charged. (Price inclusive of GST)
6. That I/We must inform the YMCA in writing of any change in my address and that failure to do so will not mitigate my/our responsibility in maintaining the above payments.
7. That the YMCA has the right to increase payments in accordance with course price rises, and that I/We will be given a minimum of two month's notice of such increases.
8. That it is my/our responsibility to ensure sufficient funds will be available for payments and acknowledge that the YMCA may debit my/our account for any fees incurred due to refusal of payment.
9. The YMCA will verify the details of the abovementioned account with my/our Financial Institution.
10. The Financial Institution to release information allowing the YMCA to verify the abovementioned account details.

SIGNATURE OF STUDENT:	SIGNATURE OF JOINT ACCOUNT HOLDER:

Privacy Policy:
The YMCA Privacy Policy can be located on our website, www.brisbane.ymca.org.au, or a copy is available on request at reception.