

Revenue Dept.

Rates: R 90000

DIRECT DEBIT SERVICE AGREEMENT
INSTALMENT OR ANNUAL PAYMENTS

1. This agreement is between the Direct Debit User (Kyogle Council ID No 063957) and you (the Customer). All notices for rates and charges will continue to be issued in accordance with the provisions of Section 546 of the Local Government Act 1993.
2. Council will provide a minimum of seven (7) days' notice to change the terms of this agreement.
3. A copy of your Direct Debit Request will be made available to you upon your written request.
4. Requests to defer debits, alter debit arrangements, stop or cancel your Direct Debit Request, refer Item 11. You should allow seven (7) days for the amendments to take effect.
5. Any disputed transaction should be referred to Council. An explanation will be supplied within seven (7) working days. Refer Item 11.
6. Any debit due to be drawn on a non-business day will be drawn on the next business day.
7. It is the responsibility of the customer to ensure that the nominated account can accept Direct Debits, and to advise Council if the nominated drawing account is altered, transferred or closed.
8. It is the responsibility of the customer to ensure that CLEAR funds are available in the account on any due date.
9. Any debit which is dishonoured will be reversed from the Customer's rates or sundry debtor account. A fee of \$20.00 will be applied for drawings that are returned unpaid.
Council reserves the right to cancel the Direct Debit arrangement at any time if drawings are returned unpaid by your financial institution.
10. Your records and account details will be kept private and confidential and will be disclosed only at your request or that of your financial institution in connection with a claim made to an alleged incorrect or wrongful debit, or otherwise as required by law.
11. All enquiries regarding this Direct Debit Request are to be referred to Council's Revenue Department by phoning 02 66321611 between 8.30am and 4.00pm Monday to Friday.