



# Teasdell Real Estate Pty Ltd

## Direct Debit Request

Please complete, sign and return to us. This form is to authorise us to debit your account with another financial institution

**Note: Direct Debit Requests will take 48 hours to activate.**

### Account Details

Name of financial institution

Address of financial institution

Account name

Branch number (BSB)

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Account number

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### Service Agreement

I/we request you, Teasdell Real Estate Pty Ltd ABN 86 219 392 572, User **ID 421304** until further notice in writing, to debit my account described above in accordance with my signed Residential Tenancy Agreement and any subsequent rental increases issued in accordance with the Residential Tenancies Act. This debit is to be taken on **Friday of Week / Fortnight / Month** commencing on the **Date:** .....

I/we hereby authorise Teasdell Real Estate Pty Limited, to debit my bank account (described on my current direct debit form in place for rent payments) with quarterly water consumption charges on or around 21 days after the invoice has been mailed to me. **(Please circle) Y N**

Address of rental property:.....

I understand and acknowledge that:

1. The financial institution may, in its absolute discretion, at any time by notice in writing to me, terminate this request as to future debits.
2. Teasdell Real Estate Pty Ltd may, by prior notice in writing to me within 14 days, vary the timing of future debits.
3. Where the due date does not fall on a business day and I am uncertain whether sufficient cleared funds will be available to meet the direct debit, I will contact the financial institution directly and ensure that sufficient cleared funds are available.
4. I can modify or defer this regular Direct Debit Request at any time by giving Teasdell Real Estate Pty Ltd 48 hours notice, in writing. I need to do this by the 1st day of the month for the change I'm requesting to take effect in that month.
5. I can stop or cancel the regular Direct Debit Request at any time by giving Teasdell Real Estate Pty Ltd or my financial institution 14 days notice in writing. I need to do this by the 1st day of the month for cancellation to take effect in that month.
6. If at any time I feel that a direct debit against my nominated account is inappropriate or wrong it is my responsibility to notify Teasdell Real Estate Pty Ltd or my financial institution as soon as possible.
7. If you believe there has been an error in debiting your account, you should notify Teasdell Real Estate Pty Ltd directly and confirm that notice in writing with

Teasdell Real Estate Pty Ltd as soon as possible so that we can resolve your query more quickly. If we conclude as a result of our investigations that your account has been incorrectly debited we will respond to your query by adjusting your account accordingly. We will also notify you in writing of the amount by which your account has been adjusted. If we conclude as a result of our investigation that your account has not been incorrectly debited we will respond to your query by providing you with reasons and why evidence of this finding.

8. Direct debiting through BECS is not available on all accounts. I can check my account details against a regular statement or check with the financial institution as to whether I can request a direct debit from my account.
9. **It is my responsibility to ensure that there are sufficient cleared funds in my nominated account to honour the DDR. Teasdell Real Estate Pty Ltd will give me 14 days notice in writing if they intend to cancel my DDR. Teasdell Real Estate Pty Ltd will also charge the cost of dishonoured direct debits against my account.**
10. Teasdell Real Estate Pty Ltd may need to pass on details of my direct debit request to their sponsor bank in BECS to assist with the checking of any incorrect or wrongful debits to my nominated account.

Names (insert Tenant fields)  
Signatures

Date

OFFICE USE ONLY

|                      |
|----------------------|
| Received .....       |
| Date .....           |
| Data input .....     |
| Copy to tenant ..... |