

# Direct Debit authority



|   |        |         |   |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |
|---|--------|---------|---|--|--|--|--|---|--|--|--|--|--|--|--|--|---|--|--|
| Name of my account to be debited (acceptor)   |        |         |   |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |
|   |        |         |   |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |
| Name of my bank:  |        |         |   |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |
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|   |        |         |   |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |
| Bank  | Branch | Account | Suffix  |  |  |  |  |   |  |  |  |  |  |  |  |  |   |  |  |

|                                |   |   |   |   |   |   |
|--------------------------------|---|---|---|---|---|---|
| Initiator's authorisation code |   |   |   |   |   |   |
| 0                              | 2 | 3 | 8 | 8 | 1 | 5 |

|          |       |
|----------|-------|
| Approved |       |
| 3881     | 06/23 |

### From the acceptor to my bank:

I authorise you to debit my account with the amounts of direct debit instructions received from **QT IT Limited t/a Queenstown IT** (the 'Initiator') with the authorisation code specified on this authority and in accordance with this authority until further notice from me.

I agree that this authority is subject to:

- my bank's terms and conditions that relate to my account, and
- the terms and conditions listed below.

|                         |           |
|-------------------------|-----------|
| Authorised signature/s: | Date:     |
| _____                   | / / _____ |

### Specific conditions relating to notices and disputes

- 1) I agree that the initiator must give me at least 10 days' notice prior to each direct debit, provided that where the direct debit is in a series, the Initiator is only required to provide 10 days' notice prior to the first direct debit in the series.
- 2) Changes to the amounts or dates of a series of direct debits require 30 days' prior notice to me.
- 3) I can also agree with the Initiator to receive a same day notice for direct debits specifically requested by me.
- 4) All notices must be in writing, but can be delivered electronically, if I have agreed that with the Initiator.
- 5) I can also ask you to reverse a direct debit up to 120 days after the direct debit if:
  - I didn't receive proper notice of the amount and date of the direct debit, or
  - I received notice but the amount or date of the direct debit is different from the amount or date on the notice.
- 6) If you dishonour a direct debit but the Initiator retries it within 5 business days of the original direct debit, I understand that the Initiator doesn't need to notify me again about that direct debit.

|   |              |             |   |
|---|--------------|-------------|---|
| For Bank Use Only   |              |             | <div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> <span>BANK<br/>STAMP</span> </div> |
| Date Received:  | Recorded by: | Checked by: |   |
| Original - Retain at Branch<br>Copy - Forward to Initiator if requested |              |             |   |