

**Our Lady's Assumption School**  
**43 Chester Avenue**  
**Dianella 6059**

**Direct Debit Request**  
**NEW/AMENDMENT**  
 (Delete one)

**Request and Authority to debit the account named below to pay**  
**Our Lady's Assumption School**

<b>Request and Authority to debit</b>	<b>Your Surname or company name</b> _____ <b>Your Given names or ABN/ARBN</b> _____ "you" <p>request and authorise <b>Our Lady's Assumption School</b> to arrange, through its own financial institution, a debit to your nominated account any amount Our Lady's Assumption School has deemed payable by <i>you</i>.</p> <p>This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from <i>your</i> account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.</p>
<b>Insert the name and address of financial institution at which account is held</b>	<b>Financial institution name</b> _____ <b>Address</b> _____ _____
<b>Insert details of account to be debited</b>	<b>Name/s on account</b> _____ <b>BSB number (Must be 6 Digits)</b>  __ __ __  -  __ __ __  <b>Account number</b>  __ __ __ __ __ __ __ __ __ __
<b>Frequency of Debits</b>	Maximum amount (      ). The first debit may be made on __/__/__ and at Weekly/fortnightly/monthly/quarterly/half yearly/ intervals thereafter, with the Final Payment Date      (optional)
<b>Acknowledgment</b>	By <b>signing</b> and/or providing us with a <b>valid instruction</b> in respect to <i>your</i> Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and <b>Our Lady's Assumption School</b> as set out in this Request and in your Direct Debit Request Service Agreement.
<b>Insert your signature and address</b>	<b>Signature</b> _____ (If signing for a company, sign and print full name and capacity for signing eg. director) <b>Address</b> _____ _____ <b>Date</b> __/__/__ <b>Child's name</b> _____
<b>School use only</b>	<b>Family Code:</b> _____ <b>Date received:</b> __/__/__ <b>Date actioned:</b> __/__/__ <b>Staff Member (actioned by) :</b> _____