## ADELAIDE'S FINEST

## Direct Debit Request and Authority to debit the account named below to pay Frewville Foodland

Request and Authority to debit	Surname or company name
	Given names or ACN/ARBN ( "you")
	request and authorize <i>Frewville Foodland</i> User Identification Number <b>455545</b> to arrange for any amount <i>Frewville Foodland</i> may debit or charge you to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified below subject to the terms and conditions of the Direct Debit Request Service.
Insert the name and address of	Financial institution name
financial institution at	Address
which account is held	
Insert details of account to be	Name of account
debited	BSB number     -   -   Account number 
Acknowledgment	By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and <i>Frewville Foodland</i> as set out in this Request and in your Direct Debit Request Service Agreement.
	For security reasons: The maximum amount to be debited at any one time is: \$    -  -
	(amount in words)
Insert your signature and address Signature	for a company, sign and print full name and capacity for signing eg. director) Address
oignature	Date

## Direct Debit Request Service Agreement

Definitions	Account means the account held at your financial institution from which we are authorised to arrange for funds to be debited.
	<i>Agreement</i> means this Direct Debit Request Service Agreement between <i>you</i> and <i>us</i> .
	<i>a business day</i> means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.
	<i>debit day</i> means the day that payment by <i>you</i> to <i>us</i> is due.
	debit payment means a particular transaction where a debit is made
	<i>direct debit request</i> means the Direct Debit Request between <i>us</i> and <i>you</i> (and includes any Form PD-C approved for use in the <i>transitional period</i> )
	us or we means Frewville Foodland you have authorised by signing a direct debit
	request you means the customer who signed the direct debit request
	your financial institution is the financial institution where you hold the account that you have authorised us to arrange to debit.
1. Debiting your account	1.1 By signing a <i>direct debit request, you</i> have authorised us to arrange for funds to be debited from <i>your account. You</i> should refer to the <i>direct debit request</i> and this <i>agreement</i> for the terms of the arrangement between us and <i>you</i> .
	1.2 We will only arrange for funds to be debited from <i>your account</i> as authorised in the <i>direct debit request</i> .
	1.3 If the <i>debit day</i> falls on a day that is not a <i>business day</i> , we may direct <i>your financial institution</i> to debit <i>your account</i> on the following <i>business day</i> . If <i>you</i> are unsure about which day your account has or will be debited <i>you</i> should ask <i>your financial institution</i> .
2. Changes by <i>us</i>	2.1 We may vary any details of this <i>agreement</i> or a <i>direct debit request</i> at any time by giving <i>you</i> at least fourteen (14) days, written notice.
3. Changes by <i>you</i>	3.1 Subject to 3.2 and 3.3, <i>you</i> may change the arrangements under a <i>direct debit request</i> by contacting <i>us</i> on 1300 304 348.
	3.2 If <i>you</i> wish to stop or defer a debit payment <i>you</i> must notify us in writing at least one (1) day before the next <i>debit day</i> . This notice should be given to <i>us</i> in the first instance.
	3.3 You may also cancel <i>your</i> authority for <i>us</i> to debit <i>your</i> account at any time by giving <i>us</i> three (3) days notice in writing before the next <i>debit day</i> . This notice should be given to <i>us</i> in the first instance.

4. Your obligations	4.1 It is <i>your</i> responsibility to ensure that there are sufficient clear funds available in <i>Your</i> account to allow a <i>debit payment</i> to be made in accordance with the <i>direct debit request</i> .
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	4.2 If there are insufficient clear funds in <i>your account to meet a debit payment</i> : (a) <i>you</i> may be charged a fee and/or interest by <i>your financial</i>
institution;	
	(b) <i>you</i> may also incur fees or charges imposed or incurred by <i>us</i> ; and
	(c) <i>you</i> must arrange for the <i>debit payment</i> to be made by another method or arrange for sufficient clear funds to be in <i>your account</i> by an agreed time so that we can process the <i>debit payment</i> .
	4.3 You should check your account statement to verify that the amounts debited from your account are correct.
	4.4 If Frewville Foodland is liable to pay goods and services tax ("GST") on a supply made in connection with this <i>agreement</i> , then <i>you</i> agree to pay Frewville Foodland on demand an amount equal to the consideration payable for the supply multiplied by the prevailing GST rate.
5 Dispute	5.1 If <i>you</i> believe that there has been an error in debiting <i>your account, you</i> should notify <i>Us</i> directly on 1300 304 348 and confirm that notice in writing with <i>us</i> as soon as possible so that <i>we</i> can resolve <i>your</i> query more quickly.
	5.2 If we conclude as a result of our investigations that <i>your account</i> has been incorrectly debited we will respond to <i>your</i> query by arranging for <i>your financial institution</i> to adjust <i>Your</i> account (including interest and charges) accordingly. We will also notify <i>you</i> in writing of the amount by which <i>your account</i> has been adjusted.
	5.3 If we conclude as a result of our investigations that <i>your account</i> has not been incorrectly debited we will respond to <i>your</i> query by providing <i>you</i> with reasons and any evidence for this finding.
	5.4 Any queries <i>you</i> may have about an error made in debiting <i>your account</i> should be directed to <i>us</i> in the first instance so that we can attempt to resolve the matter between <i>us</i> and <i>you</i> . If we cannot resolve the matter <i>you</i> can still refer it to <i>your financial institution</i> which will obtain details from <i>you</i> of the disputed transaction and may lodge a claim on <i>your</i> behalf.

6. Accounts	<ul> <li>You should check: <ul> <li>(a) with your financial institution whether direct debiting is available from your account as direct debiting is not available on all accounts offered by financial institutions.</li> <li>(b) your account details which you have provided to us are correct by checking them against a recent account statement; and</li> <li>(c) with your financial institution before completing the direct debit request if you have any queries about how to complete the direct debit request.</li> </ul> </li> </ul>
7. Confidentiality	7.1 We will keep any information (including <i>your account</i> details) in <i>your direct debit request</i> confidential. We will make reasonable efforts to keep any such information that

	We have about <i>you</i> secure and to ensure that any of <i>our</i> employees or agents who have access to information about <i>you</i> do not make any unauthorised use, modification, reproduction or disclosure of that information.
	7.2 We will only disclose information that we have about you:
	(a) to the extent specifically required by law; or
	(b) for the purposes of this agreement (including disclosing information in connection with any query or claim).
8. Notice	8.1 If you wish to notify us in writing about anything relating to this agreement, you should write to PO Box 525, FULLARTON, SA, 5063.
	8.2 We will notify you by sending a notice in the ordinary post to the address you have given us in the direct debit request.
	8.3 Any notice will be deemed to have been received two business days after it is posted.