



enjoy the **experience**

Living Here Double Bay

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# living here Double Bay

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

## Account Details

Name of financial institution

Address of rental property

Account name

Branch number (BSB)

Account number

## Service Agreement

I/we request you, LIVING HERE DOUBLE BAY User ID 204659 until further notice in writing, to debit my/our account described above.

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. Living Here Double Bay may, by prior notice in writing to me within 14 days, vary the timing of future debits
3. Where rent and invoices are paid on a weekly basis, the debit transaction will occur on the day rent and invoice payment falls due. Monthly debits for rent and invoices will be deducted on, or close to, the 1st day of each month. Where the 1st day of the month does not fall on a business day & I am uncertain whether sufficient cleared funds will be available to meet the direct debit, I will contact the financial institution directly & ensure that sufficient cleared funds are available.
4. I can modify or defer this regular DDR Request at any time by giving Living Here Double Bay 14 days notice, in writing.
5. I can stop or cancel the regular DDR Request at any time by giving Living Here Double Bay or my financial institution 14 fdays notice in writing. I need to do this by the 14th day of 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 Living Here Double Bay or my financial institution as soon as possible.
7. If I believe there has been an error in debiting my account, I will notify Living Here Double Bay directly and confirm notice in writing to them as soon as possible.
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. I understand that the DDR will be automatically cancelled if three direct debit payments are dishonoured because of insufficient funds within a 12 month period. Living Here Double Bay will give me 14 days notice in writing if they intend to cancel my DDR. Living Here Double Bay will also charge a fee for any dishonoured direct debits against my account.
10. Living Here Double Bay Property may need to pass on details 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

Name(s) (PLEASE PRINT)

Signature(s)

Date