

Source Funding Pty Ltd (ABN 95 622 815 294) ACL & AFSL 510226 Tel: 02 9157 1100 Email: <a href="mailto:enquiries@sourcefunding.com.au">enquiries@sourcefunding.com.au</a> Address: Level 6, 201 Kent Street Sydney NSW 2000	<b>Direct Debit Request Form</b>
---	----------------------------------

**Your contact / personal details**

**Your full name (sole / joint account holder 1):**

Your full residential address:

Post Code:	State:
------------	--------

Your email address:

**Your full name (joint account holder 2):**

Your full residential address:

Post Code:	State:
------------	--------

Your email address:

<b>Your company name &amp; ACN (company account holder):</b>	Name:          ACN:
--	---------------------

Your ABN (for the company)	ABN:
----------------------------	------

Your trust name & ABN for the trust (if applicable)	Name:          ABN:
---	---------------------

Your registered office address:

Post Code:	Your email address:
------------	---------------------

**Loan account details (the "loan")**

Loan account number:	Loan BSB number: Not Applicable
----------------------	---------------------------------

**Direct Debit nominated account details (the "nominated account")**

*This is the account funds are to be drawn from (also the account which we link in your internet portal as nominated account)  
This is essential even if you wish to select option 3 to deduct repayments from your loan offset account.*

Account name:

Account number:	BSB number:          (must be 6 digits)
-----------------	---

Name of financial institution:

Address of financial institution:

**Your request and the credit provider's authority, to debit your nominated account**

I /We request and authorise Source Funding Pty Ltd (ABN 95 622 815 294) (Direct Debit User ID 627990 ) (the credit provider specified in the Direct Debit Service Request Agreement) to debit, through Bulk Electronic Clearing System, my/our nominated account (specified above) with:

Option 1: <input type="checkbox"/>	Any amount you may charge me/us under our loan (such as my/our scheduled repayments and any overdue amounts), as and when those amounts become due – Monthly repayment. Optional <input type="checkbox"/> weekly (Monthly repayment/4) <input type="checkbox"/> fortnightly (Monthly repayment/2)
------------------------------------	--

Option 2: <input type="checkbox"/>	The minimum repayment + fixed amount \$ <b>OR</b> A fixed amount of \$ <i>(Greater than the required minimum payment)</i> <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly <i>Interest Only (monthly only)</i>
------------------------------------	---

Option 3: <input type="checkbox"/>	Set up recurrent inter-account transfers to cover the repayments from <b>Loan Offset Account</b> <input type="checkbox"/> Minimum Amount <input type="checkbox"/> Fixed Amount of \$ <i>(Greater than the required minimum payment)</i> <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly <i>Interest Only (monthly only)</i>
------------------------------------	---

*I/We acknowledge that the credit provider can amend the amount drawn under this authority in accordance with clause 2 of the Direct Debit Request Service Agreement.*

*I/We further acknowledge that if I/we have not properly selected and completed one of the drawing options above, I/we will be deemed to have selected Option 1.*

# Direct Debit Service Agreement

## Acknowledgement

By signing this Direct Debit Request, I/we acknowledge having read and understood the terms and conditions governing the debit arrangement between me/us and the *credit provider* (specified in the Direct Debit Service Request Agreement) as set out in this request and in my/our Direct Debit Request Service Agreement.

## Signed by (sole / joint account holder 1)

Important notes: If the *nominated account* is a joint account, all signatories to that account must sign.

Name:

Signature:	Date:
------------	-------

## Signed by (joint account holder 2)

Name:

Signature:	Date:
------------	-------

## Signed by (company account holder )

Name:

Signature:	Date:
------------	-------

Capacity: director / co. secretary / sole director & company secretary

Name:

Signature:	Date:
------------	-------

Capacity: director / co secretary

## 1. Definitions

In this agreement, words that ***appear like this*** have a special meaning, as follows:

***agreement*** means this Direct Debit Request Service Agreement.

***APRA*** means the Australian Prudential Regulatory Authority.

***business day*** means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.

***credit provider*** means Source Funding Pty Ltd (ABN 95 622 815 294) ACL & AFSL 510226.

***DD request*** means the Direct Debit Request between *you* and *us*.

***debit day*** means the day that a direct debit is to be made under *your DD request* and this *agreement*.

***drawing*** means a particular transaction where a debit is made.

***nominated account*** means the account held at *your ADI* from which *we* are authorised to arrange for funds to be debited as shown on the *DD request* or any other account *you* nominate and *we* acknowledge, in writing (from time to time).

***we/us*** means the *credit provider*.

***you/your*** means the person or entity providing the *DD request*.

***your ADI*** is the Australian deposit taking institution regulated by APRA, where *you* hold the *nominated account*.

## 2. Debiting your nominated account

2.1 By signing a *DD request*, *you* have authorised *us* to arrange for funds to be debited from *your nominated account*. *You* should refer to the *DD request* and this *agreement* for the terms of the arrangement between *you* and *us*.

# Direct Debit Service Agreement

2.2 If the *debit day* falls on a day that is not a *business day*, we may direct your ADI to debit your *nominated account* on the following *business day*. If you are unsure about which day your *nominated account* has or will be debited you should ask your ADI.

## 3. Changes by us

3.1 We may vary any details of this *agreement* or a *DD request* (including the amount drawn to ensure your obligations under your loan (as set out in your *DD request*) are met) at any time by giving you written notice. We will give you at least fourteen (14) days prior notice of any change.

## 4. Changes by you

4.1 If you wish to stop or defer a *drawing* you can either:

- (a) notify us in writing at least five (5) *business days* before the next *debit day* that you wish to do so; or
- (b) arrange it through your ADI.

4.2 You may also cancel your authority for us to debit your *nominated account* by either:

- (a) giving us five (5) *business days* notice in writing before the next *debit day* that you wish to do so; or
- (b) arranging it through your ADI.

4.3 You may make other changes to the arrangements under a *DD request* by writing to us or contacting us.

## 5. Your obligations

5.1 It is your responsibility to ensure that there are sufficient clear funds available in your *nominated account* to allow a *drawing* to be made in accordance with the *DD request* and this *agreement*.

5.2 If there are insufficient clear funds in your *nominated account* to meet a *drawing*:

- (a) you may be charged a fee and/or interest by your ADI and/or by us; and
- (b) you must arrange for the *drawing* to be made by another method or arrange for sufficient clear funds to be in your *nominated account* by an agreed time so that we can process the *drawing*.

## 6. Disputes

6.1 If you believe that there has been an error in debiting your *nominated account*, you should notify us directly by contacting us by telephone and confirm that notice in writing with us as soon as possible so that we can resolve your query more quickly. Alternatively, you can take this up with your ADI directly.

6.2 If we conclude as a result of our investigations that your *nominated account* has been incorrectly debited we will respond to your query by arranging for your ADI to adjust your *nominated account*

(including interest and charges) accordingly. We will also notify you in writing of the amount by which your *nominated account* has been adjusted.

6.3 If as a result of our investigations we conclude that your *nominated account* has not been incorrectly debited we will respond to your query by providing you with reasons and any evidence for this finding.

## 7. Nominated accounts

7.1 Before completing your *DD request*, you should check:

- (a) with your ADI whether direct debiting is available from your *nominated account* as direct debiting is not available on all accounts offered by ADIs;
- (b) your *nominated account* details which you have provided to us are correct by checking them against a recent *nominated account* statement;
- (c) with your ADI if you have any queries about how to complete the *DD request*.

## 8. Confidentiality

8.1 We will keep any information (including your account details) in your *agreement* confidential. We will make reasonable efforts to keep any such information we have about you secure and to ensure that any of our employees or agents who have access to information about you do not make any unauthorised use, modification, reproduction or disclosure of that information.

8.2 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).

## 9. Contacting each other

9.1 If you wish to notify us in writing about anything relating to this *agreement*, you should write to us at the address specified in the *Direct Debit Request*.

9.2 We will notify you by sending a notice to the preferred address or email you have given us in the *Direct Debit Request*. Any notice will be deemed to have been received on the second *Business Day* after sending.