

# DIRECT DEBIT REQUEST



Baycorp (Aust) Pty Limited (ACN: 086 072 004)

## Your Personal Details

Baycorp Reference Number

Surname or Company Name

Given Name(s) or ABN/ARBN

Address - Street Name

Suburb

State and Postcode

Contact Numbers

Mobile:  Home:  Work:

Email Address

## Payment Details

### Part A - Recurring Payment Arrangement

Recurring Payment Amount

Recurring Payments Start Date

Recurring Debit Frequency

### Part B - Lump Sum Payment

Lump Sum Payment Amount

Lump Sum Payment Date

\*To set up both lump sum payment and a recurring payment arrangement, complete both Part A and Part B.

## Account Details

Name of Bank / Financial Institution

Branch Account Held at

Name of Account Holder(s)

BSB Number (Must be 6 digits)

Account Number

## AUTHORISATION

By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you confirm you have understood and agreed to the terms and conditions governing the debit arrangements between you and Baycorp Collections PDL (Australia) Pty Limited, User No: 123190. You also authorise us to debit your nominated bank account as set out in this Request in accordance with the Direct Debit Request Service Agreement. The debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated above.

I/We also acknowledge that the debt owed by me/us to Baycorp Collections PDL (Australia) Pty Limited remains outstanding at the date this document is executed.

**Signature of 1st Accountholder**

*(If signing for a Company, sign and print full name and capacity for signing eg. Director)*

**Signature of 2nd Accountholder (if required)**

Date of 1st Signatory

Date of 2nd Signatory (if required)

Return the completed form to: Locked Bag 5031, Parramatta NSW 2150 or  
email a scanned copy to [customerservicesyd@baycorp.com.au](mailto:customerservicesyd@baycorp.com.au)

## TERMS & CONDITIONS

In proceeding with this application you accept and understand the terms and conditions of this Direct Debit agreement and authorise your financial institution and Baycorp (User Number 123190) to direct debit your account via the Bulk Electronic Clearing System (BECS) in payment of your outstanding account.

### How does it work?

All you have to do is complete and sign the Direct Debit Request Form and post it to us. We will do the rest. The amount specified on this form will be automatically deducted on the 'Payment Start Date' and as per the chosen frequency from your nominated bank account.

### Our commitment to you

- We will debit funds from your nominated financial institution account in accordance with your direct debit arrangement.
- If the 'Due Date' is not a business day, we will draw from your nominated financial institution on the next business day. You can contact your Financial Institution if you are unsure as to when a payment will be processed from your account.
- We will give you at least 14 days' notice if there are any changes to the terms of the drawing agreement.
- Baycorp will keep all information relating to your nominated account at your financial institution confidential except to the extent that it is required law or in relation to any dispute.

### Your obligation to us

- You must ensure that the account details provided by you are correct and your nominated account can accept direct debits.
- You must have sufficient funds in the nominated account to meet a drawing on its due date in accordance with the direct debit request.
- If the debit is unpaid due to insufficient funds in your account or for any other reason when it is due, you may be charged a fee (such as an overdrawn or dishonour fee) and/or interest by your financial institution.
- If you wish to defer, amend or cancel your direct debit arrangement, you will give us at least seven business days' notice in writing.
- If you believe that there has been an error in debiting your account, you should notify us directly on **1300 558 830**

## **NOTICES**

\*The Baycorp group of companies include: Baycorp Collections PDL (Australia) Pty Ltd (ACN: 119 478 778); Baycorp (Aust) Pty Ltd (ACN: 086 072 004); Baycorp Collection Services Pty Ltd (ACN: 087 411 523); Baycorp Collection Services (Aust) Pty Ltd (ACN: 087 411 523); Baycorp (WA) Pty Ltd (ACN: 120 299 014); Alliance Factoring Pty Ltd (ACN: 087 411 461); PMG Collect Pty Ltd (ACN: 113 177 138).

## **LICENCE NUMBER**

Baycorp (Aust) Pty Ltd (Master CAPI Licence Number 409398405) undertakes all licensable activities on its own behalf, its subsidiaries and selected portfolios of related companies.

Baycorp Collections PDL (Australia) Pty Ltd is a holder of an Australian Credit Licence. Its Australian Credit Licence number is 409898405.

## **PRIVACY POLICY**

Baycorp is committed to protecting your privacy. To view a copy of our current privacy policy please go to **[www.baycorp.com.au](http://www.baycorp.com.au)**.

## **COMPLAINTS**

Baycorp takes all complaints seriously and aims to handle them in an effective and efficient manner. You can lodge a complaint with Baycorp via:

Website: [www.baycorp.com.au](http://www.baycorp.com.au)  
Email: [ComplaintsAus@baycorp.com.au](mailto:ComplaintsAus@baycorp.com.au)  
Mail: Baycorp Complaints Locked Bag 5031 Parramatta NSW 2124  
Facsimile: 02 9806 2555  
Telephone: 1300 305 087

## **OVERPAYMENTS**

Please ensure that payment is made for the exact amount due. Baycorp will require additional documentation to enable the processing of an overpayment refund. If you have other debts with us, any further payments made after this debt has been finalised will be directed to these debts.

## **DISHONOURED PAYMENTS**

Please ensure that sufficient clear funds are available for any payments.

## **BANKRUPTCY**

Please advise us if you have become Bankrupt or you have entered into a Part IX or Part X agreement so we can handle this account in accordance with the provisions of the Bankruptcy Act 1966 (Cth).

## **LEGAL PROCEEDINGS**

Please advise us immediately if legal proceedings have been commenced against you in a State or Territory that is not the location of your primary residence.