

## DIRECT DEBIT CHECK LIST

**FIRST**  
UNION

Putting Workers First

### A CHECK LIST TO HELP YOU FILL IN THE RELEVANT DETAILS...

- ↪ 1. Enter the name your account is known under (e.g. Bob Smith).
- ↪ 2. Enter your bank account number.
- ↪ 3. Enter the name of your bank.
- ↪ 4. Enter the name of your bank's branch.
- ↪ 5. Enter the town/city of your bank's branch.
- ↪ 6. Sign the form.
- ↪ 7. Enter today's date.
- ↪ 8. Tick the appropriate box for which payment you would prefer eg: twice monthly payments or monthly payments.
- ↪ 9. Return the form back to this office in the envelope provided.

**Upon receipt of your correctly filled out direct debit form you will be advised when and how often your union fees will be coming out of your bank account. If you have any queries please contact Membership Department on ph: (09) 622 8355, fax (09) 622 8353 or email [contact@firstunion.org.nz](mailto:contact@firstunion.org.nz).**

# AUTHORITY TO ACCEPT DIRECT DEBITS

(Not to operate as an assignment or agreement)

**1. Name:**

(name of bank account holder)

**AUTHORISATION  
CODE**

**0 2 0 2 1 5 3**

**FIRST  
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**2. Bank account from which payments are to be made:**

Bank

Branch

Account No:

Suffix

*If available please attach an encoded deposit slip to ensure your account number is loaded correctly*

## To: The Bank Manager

**3. Bank:**

**4. Branch:**

**5. Town/City:**

I/We authorise you until further notice, to debit my/our account with all amounts which

**FIRST UNION**

(hereinafter referred to as the Initiator)

the registered Initiator of the above Authorisation Code, may Initiate by Direct Debit.

I/We acknowledge and accept that the bank accepts this authority only upon the  
Conditions listed

### Information to appear on my/our bank statement (to be completed by the Initiator)

**PAYEE PARTICULARS**

FIRST UNION

**PAYER CODE**

DIRECT DEBIT

**PAYER REFERENCE**

UNION FEES

**6. Your Signature(s):** \_\_\_\_\_

**7. Date:** \_\_\_\_\_

**8. Twice Monthly**

**Monthly**

*Please tick the appropriate box*

**FOR BANK USE ONLY**

Original – Retained by branch

Approved  
0215

02 | 1993

Date Received:

Recorded by:

Checked by:

**BANK  
STAMP**

# C O N D I T I O N S O F T H I S A U T H O R I T Y

## 1. The Initiator

- (a) The Initiator undertakes to give written notice to the Acceptor of the commencement date, frequency and amount **at least 10 calendar days** before the first direct debit is drawn (but not more than 2 calendar months). In the event of any subsequent change to the frequency or amount of direct debits, the Initiator has agreed to give written advance notice **at least 30 days** before the change comes into effect.
- (b) Notifies the Acceptor that should the due date of the direct debit fall on either a Saturday, Sunday or a Public Holiday, then the Initiator reserves the right to direct debit the acceptors account on the last working day prior to either the Saturday, Sunday or Public Holiday.
- (c) May, upon the relationship which gives rise to this Authority being terminated, give notice to the Bank that no further Direct Debits are to be initiated under the Authority. Upon receipt of such notice the Bank may terminate this Authority as to further payments by notice in writing to me/us.

## 2. The Customer may:-

- (a) At any time, terminate this Authority as to future payments by giving written notice of termination to the Bank and to the Initiator.
- (b) Stop payment of any direct debit to be initiated under this authority by the Initiator by giving written notice to the Bank prior to the direct debit being paid by the Bank.
- (c) Where a variation to the amount agreed between the Initiator and the Customer from time to time to be direct debited has been made without notice being given in terms of clause 1(a) above, request the Bank to reverse or alter any such direct debit initiated by the Initiator by debiting the amount of the reversal or alteration of a direct debit back to the Initiator through the Initiator's Bank, **PROVIDED** such request is made not more than 120 days from the date within the direct debit was debited to my/our account.

## 3. The Customer acknowledges that:-

- (a) This authority will remain in full force and effect in respect of all direct debits made from me/our account in good faith notwithstanding my/our death, bankruptcy or other revocation of this authority until actual notice of such event is received by the Bank.
- (b) In any event this authority is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.
- (c) Any dispute as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the direct debit has not been paid in accordance with this authority. Any other disputes lie between me/us and the Initiator.
- (d) The Bank accepts no responsibility or liability for the accuracy of information about payments on Bank Statements.
- (e) The Bank is not responsible for, or under any liability in respect of:-
  - any variations between notices given by the Initiator and the amounts of payments
  - the Initiator's failure to give written advance notice correctly nor for the non-receipt or late receipt of notice by me/us for any reason whatsoever. In such situations the dispute lies between me/us and the Initiator.
- (f) Notice given by the Initiator in terms of clause 1(a) to the debtor responsible for the payment shall be effective.

Any communication necessary because the debtor responsible for payment is a person other than me/us is a matter between me/us and the debtor concerned.

## 4. The Bank may:-

- (a) In its absolute discretion conclusively determine the order of priority of payment by it of any monies pursuant to this or any other authority, cheque or draft properly executed by me/us and given to or drawn on the Bank.
- (b) At any time terminate this authority as to further payments by notice in writing to me/us.
- (c) Charge its current fees for this service in force from time to time.