



**SRI LANKA GERMAN TECHNICAL TRAINING INSTITUTE
OLD BOYS' ASSOCIATION AUSTRALIA INC.**

3/111-115 Lonsdale Street, Dandenong, Victoria 3175, Australia,

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Web: <http://www.cgtti.com.au>

Reg. No: 0023714X

DIRECT DEBIT AGREEMENT

1. The member will be advised 14 days in advance of any changes to the Direct Debit agreement;
2. For all matters relating to the Direct Debit agreement, the member must;
 - Contact the Treasurer immediately using above mentioned contact methods and
 - Send written correspondent to SLGTTIOBA, P.O Box 824, Noble Park, 3174 outlining the request
 - Allow for 14 days for the amendments to take effect
3. The member should be aware that;
 - Direct Debit through BECS (bulk electronic clearing system) is not available on all accounts.
 - Account Detail should be checked against a recent statement from its financial institution. If you are in doubt, you should check with your ledger financial institution before completing the drawing authority.
 - Inform immediately, if any of the following changes occur:
 - i. Account Details
 - ii. Change of residential address
 - A receipt shall not be issued as general practice. However, if you wish to obtain a receipt, please contact your committee member for the same.
4. It is your responsibility to ensure sufficient clear funds are in the nominated account when the payments are to be drawn.
5. If your due date falls on non-working days or public holidays, the payment will be processed on the next working day. If the member is any doubt, please refer to No. 2 for further clarification.
6. Any fees or charges incurred by SLGTTIOBA as a result of UN paid transactions will be charged to the member.
7. All member records and account details will be kept private and confidential to be disclosed only at the request of the member or financial institution in connection with a claim made to an alleged incorrect or wrongful debit.
8. The maximum amount indicated in the form 61-F and M62-F, can be amended at a SLGTTIOBA general meeting.

Signature: _____ Membership No.: _____ Date: _____