

PARRAMATTA STADIUM TRUST (PST)
DIRECT DEBIT REQUEST

Lodgment details		Firm/organisation name
		Contact name/position description
		Telephone number
		Postal address
Payment details		
Amount limit		\$
DIRECT DEBIT REQUEST (DDR)		
The Direct Debit Request Service Agreement is on the reverse. Please use BLOCK LETTERS when completing this form.		
Customer name	I/We	
	Family Name or company name	
	Given names or ACN/ARBN/ABN	
	authorise the Parramatta Stadium Trust (PST) to arrange for funds to be debited from my/our account at the financial institution below on the terms set out in the Direct Debit Request Service Agreement on this form.	
Details of the account to be debited		
All account details must be supplied		
Name of Branch of financial institution		
BSB	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	This must be 6 digits
Account number	# <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Cannot be more than 9 characters
	Note: Please ensure the account and BSB number that you are providing are correct. Please check your details against a recent statement. If you are still uncertain about your account details contact your financial institution before completing this form.	
Account name		
Account holder's signature(s)		
All signatories may be required to sign on joint accounts		
	Date signed	
	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	
	[D D] [M M] [Y Y]	

DIRECT DEBIT REQUEST SERVICE AGREEMENT

1. Following receipt of your Direct Debit Request PST will initiate direct debit to automatically pay your prescribed parking fees.
2. Your financial institution account will be debited for the total amount of prescribed fees payable on a quarterly basis.
3. If you wish to dispute any debit item, contact PST:
Email: info@parramattastadium.com.au
Telephone: 02 9683 5755
Dispute claims may also be directed to the account holder's financial institution.
4. PST will make every attempt to ensure that direct debit item disputes are resolved within **5 business days**.
5. It is your responsibility to have sufficient clear funds available in your account up to your Amount limit to permit the payment of debit items initiated in accordance with your Direct Debit Request.
6. If a debit item is returned unpaid by your financial institution you may be liable for any dishonour fees charged by that financial institution.
If a direct debit fails twice PST will contact you and advise you that due to failing twice to have sufficient clear funds available in your account, we will suspend your parking permit until payment is made or PST agrees to other terms.
7. A period of at least **14 business days** will apply where PST proposes to vary the details of an arrangement. You will need to allow at least **5 business days** for processing where you propose to vary the details of an arrangement and PST agrees to your proposal.
8. Either you or PST may cancel your direct debit request at any time by giving not less than **5 business days notice**. Only an alternative method of payment acceptable to PST can be adopted if you wish to continue to use the parking facilities.
9. If you change your account and want to continue using direct debit, you will need to complete a new form. You can obtain a *Direct Debit Request* by contacting: Administration Manager, Parramatta Stadium Trust.
10. Direct all queries, requests for cancellation of a Direct Debit Request to:
Email: info@parramattastadium.com.au
Telephone: 02 9683 5755
11. PST is careful to protect the privacy of any personal information supplied. Some information may be given to financial institutions involved in the event of a direct debit item dispute, or to verify that PST has received a Direct Debit Request from you.
12. Direct debit is not available on the full range of accounts. If in doubt, check with your financial institution.
13. PST does not provide facilities to debit credit cards.

Lodgment

Send completed form to:
Parramatta Stadium Trust
PO Box 2471
North Parramatta NSW 1750

For help or more information

Telephone 9683 5755
Email info@parramattastadium.com.au

Fax: 02 9890 3345 OR Email: info@parramattastadium.com.au