

# Direct Debit Agreement

By returning the above form I/we request Indigenous Community Volunteers to arrange for funds to be debited from my/our account at the financial institution identified on the enclosed form and as prescribed through the Bulk Electronic Clearing System. This authorisation is to remain in force in accordance with the terms described in the Direct Debit Agreement following:

1. Direct Debiting is not available on every account. If in doubt, please ask your financial institution. If you wish to check your account details you will also need to contact your financial institution.
2. Your account will be debited on the 20th (twentieth) of each month or the nearest working day. If ICV vary any of the debit arrangements we will provide you with 14 days' notice.
3. It is your responsibility to ensure sufficient clear funds are in the nominated account when payments are to be drawn. If the transaction is returned unpaid, ICV will contact you seeking your instructions.
4. Should you wish to cancel, defer or make alterations to the Direct Debit arrangement, please ring 1800 639 565 or write to Indigenous Community Volunteers, PO Box 6155, Mawson ACT 2607 rather than your financial institution. We require 14 days' notice of request to cancel or alter your debit agreement.
5. Should you have any queries or dispute any Debit item, please contact Indigenous Community Volunteers or your financial institution.
6. Your records and account details will be kept private and confidential to be disclosed only if requested by yourself or the financial institution if a claim is made for an alleged incorrect or wrongful debit.

## 4 Send your completed form

By post  
Indigenous Community Volunteers  
PO Box 6155  
MAWSON ACT 2607

Or by fax  
02 6122 6472

