

Direct Debit Authorisation

Agreement with RSJ Trading Pty Ltd/as BM Guest House
(ABN: 62 091 152 573)

This Direct Debit Authorisation ('DD Authorisation'), and
Service Agreement is issued by BM Guest House

A. Direct Debit Service Agreement

1. Our commitment to you

We will not change the amount or frequency of drawing arrangements without your prior approval.

BM Guest House will not disclose your details except where necessary to BM Guest House's financial institution and for the purpose of conducting direct debits with your financial institution.

BM Guest House will give you at least 14 days notice in writing if there are changes to the terms of the drawing arrangements.

BM Guest House will draw from your nominated financial institution account on the business day normally 7 days prior to the expiry of your lease. If the due drawing date is not a business day, BM Guest House will draw on the business day before or after that date.

2. Your commitment to us

It is your responsibility to:

- Ensure your nominated account can accept direct debits.
- Ensure there are sufficient funds available in the nominated account to meet each drawing on the due date.
- Advise us if the nominated account is transferred or closed, or the account details change.
- Arrange an alternative payment method acceptable to BM Guest House if BM Guest House cancels the drawing arrangements.
- Ensure that all account holders on the nominated financial institution account sign the Direct Debit Authorisation.

A fee of \$50 applies if the financial institution rejects a Direct Debit transaction.

If you choose to cancel your Direct Debit payment, please contact BM Guest House in order to arrange Credit Card payment.

3. Your rights

You should contact BM Guest House if you wish to alter the drawing arrangements. This includes:

- stopping an individual drawing
- alter the DD Authorisation
- cancelling the DD Authorisation

Where you consider that a drawing has been initiated incorrectly, you should firstly contact BM Guest House. If you are not satisfied with the response, please write to us.

BM Guest House will respond within 7 days of receiving your letter. BM Guest House has formal procedures for dealing with a complaint.

4. Other information

BM Guest House reserves the right to cancel drawing arrangements if drawings are dishonored by your financial institution.

Your drawing arrangements are also governed by the terms and conditions of your BM Guest House contract.

B. Contact Details

First Name:

Surname:

Address:

Phone:

Email:

C. Direct Debit Payment Details

Please provide details of the account you wish to debit.

I/We request RSJ Trading Pty Ltd/as BM Guest House (ABN: 62 091 152 573) to draw money from my/our account conducted with:
BSB

Number:

Account

Number:

Name of

Financial:

Institution

Branch:

Account –

Holder's:

Name(s)

Signature:

D. Agreement and Authorisation

I/We declare that I/We have read, understood and agree to abide by the terms of the Direct Debit Service Agreement and Terms and Conditions of my/our BM Guest House contract, and verify that I/We are over 18 years of age and able to enter into legally binding contracts.

I/We understand that BM Guest House is fully owned subsidiaries of RSJ Trading Pty Ltd. This agreement is with RSJ Trading Pty Ltd/as BM Guest House (ABN 62 091 152 573).

Signature:

Full Name:

Title:

Date: