

WHEELCHAIR SPORTS VICTORIA REGULAR GIVING FORM (Direct Debit Request Form)



ABN: 90 355 468 664
Tel: 03 9473 0133
fundraising@wsv.org.au

Please complete and return this form to:
Wheelchair Sports Victoria
Reply Paid 207
Abbotsford VIC 3067
(No stamp required)
OR
Fax to **(03) 94730134**

YOUR DETAILS

1. **Individual name** Title _____ Surname/Family Name _____

Given Name(s) _____

2. **Business or entity name** (if applicable) Company ACN/ABN: _____

3. **Postal Address** _____

Suburb _____ State _____ Postal Code _____

4. **Contact** phone/mobile number _____

Email _____

YOUR GIFT

Yes! I would like to pledge a regular donation of: \$ _____ or your choice of:

\$20 \$35 \$50 \$100 \$200 \$300

I would like to pay: fortnightly monthly quarterly half-yearly annually

I authorise regular deductions from the nominated credit card to start on ____/____/____ until further notice. (If this form is received after this date WSV will select a start date.)

CREDIT CARD DETAILS

Visa Mastercard Amex Diners

Card Number: _____ Expiry Date: ____/____

Cardholder Name: _____

Signature _____ Date: _____

ACKNOWLEDGEMENT

By **signing** and/or providing us with a **valid instruction** in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangement between you and Wheelchair Sports Victoria as set out in this form and in your **Direct Debit Request Service Agreement**.

DIRECT DEBIT REQUEST SERVICE AGREEMENT

(Do NOT return this page with your regular giving form – Retain For Your Record)

1. **Check that your account allows for Direct Debits** – Direct Debiting through BECS (Bulk Electronic Clearing System) is not available to all accounts. You should check a recent statement for your account (and, if in doubt, check directly with your financial institution) to ensure that your account has this facility **BEFORE YOU COMPLETE THE DIRECT DEBIT REQUEST (DDR) FORM.**
2. **Receipts** – Tax Receipts will be issued annually, unless otherwise specified.
3. **Variations to Arrangements by WSV** – Variations to the agreement will not be made by Wheelchair Sports Victoria (WSV) without your authority.
4. **Variations to Arrangements by Customer** –
 - Variation of Arrangements** – Requests to decrease an amount or frequency of a direct debit can be made in writing or by calling WSV office. If sufficient time allows, the alteration will take effect from the next scheduled direct debit date.
 - Cancelling a Debit Request** – To cancel a **Direct Debit Request** contact WSV office. Notice of cancellation must be provided to WSV, **not** your own financial institution.
 - Cancelling/Altering a Single Debit** – If you wish to cancel or alter a single one-off debit (e.g. you have insufficient funds) contact the WSV office to arrange the alteration. If sufficient time allows, the alteration will be made.
5. **Disputes** – If you dispute any debit to your account pursuant to the **Direct Debit Request**, you should direct your enquiry to WSV office to discuss the matter before lodging a written dispute. Should you be required to put your dispute in writing set out your details and the item/s which you dispute.
6. **Change of Account** – If you wish to replace a **Direct Debit Request** because of a change of your account, an amended Direct Debit must be completed. Contact WSV office to arrange for a new request to be forwarded to you. Until the new signed Direct Debit Request form is returned and registered with WSV, the current Direct Debit arrangement will continue.
7. **Funds to be maintained in account** – It is your responsibility to have sufficient clear funds available in your account by the due date to permit payment of debits in accordance with your **Direct Debit Requests.**
8. **Payments due on non business days** – If a day nominated for a debit on the **Direct Debit Request** is not a business day in the place of lodgement (for example, a weekend or public holiday) your account will be debited on the next business day. Enquiries as to when the debit to be processed should be directed to your financial institution.
9. **Dishonoured Debits** – If your financial institution does not pay a debit on the Direct Debit Request you should make alternative arrangements to ensure WSV is paid that amount immediately. WSV may also charge any dishonour fee it incurs as a result of the dishonour. Changes may also be imposed by your own Financial Institution for dishonoured debts.
10. **Customer's Agreement**
 - i) The customer acknowledges monies deducted from the indicated account are in satisfaction of donation/s registered with WSV. Monies will be deducted as per the DDR until complete satisfaction of the donation/s. The final deduction will be automatically reduced to the amount remaining and will not exceed the amount agreed in the DDR.
 - ii) The customer acknowledges that any donation/s registered with WSV after the lodgement of the DDR will be automatically added to the Donation/s that are the subject of the Direct Debit agreement.
11. **Privacy** – The information you provide on the **Direct Debit Request** will only be used by WSV for the purpose intended. WSV will take reasonable precautions to maintain the confidentiality of your records and account details. Note, however, that WSV's financial institution may require such information to be provided in connection with claim made on it relation to an alleged incorrect or wrongful debit.