

www.rebalancetheglobe.org



# AUTOMATIC PAYMENT DIRECT DEBIT / CREDIT CARD AGREEMENT

For Debits from approved Credit Card, Cheque or Savings Accounts

## TERMS AND CONDITIONS OF REBALANCE THE GLOBE DIRECT DEBIT AGREEMENT

**Please read this information carefully.** It provides details of our commitment to you as an official Direct Debit User and your responsibilities as a supporter.

I authorise Rebalance the Globe to arrange for funds to be debited from my account at the Financial Institution identified on the previous page. This authorisation is to remain in force in accordance with the terms described in the service agreement below.

### Rebalance the Globe's commitment to you

#### We will:

- keep all information regarding your nominated account private and confidential.
- confirm the details of your Automatic Payment Direct Debit or Credit Card request (hereinafter referred to as the Direct Debit Agreement) in writing, prior to the first drawing.
- debit your nominated account on the 15th or 28th of each month.

### Your rights

You may terminate or make changes to the drawing arrangements of your Direct Debit Agreement at any time by contacting us on: (03) 9841 7599, emailing us on: [admin@rebalancetheglobe.org](mailto:admin@rebalancetheglobe.org), or writing to us at:

Rebalance the Globe  
20 Cottesloe Court  
Doncaster East Vic 3109

### Your commitment to Rebalance the Globe

#### It is your responsibility to:

- ensure that sufficient cleared funds are available in your nominated account to meet the requirement of our Direct Debit Agreement on each due date. If the transaction is returned unpaid, we will contact you seeking your instructions. Any dishonoured fees payable by Rebalance the Globe will be added to your next month's drawing.
- ensure that the authorisation given by you to draw on your nominated account is identical to the account signing instruction held by the Financial Institution where your account is based.
- advise us if the account nominated by you under the Direct Debit Agreement is transferred or closed.
- direct all enquiries to us rather than your Financial Institution and allow at least 10 working days prior to the next scheduled contribution date.

**Please note:** We cannot accept any bank charges levied by your Financial Institution for rejected transactions in your nominated account.

### Privacy and Confidentiality

Any information you provide Rebalance the Globe will be treated in the strictest of confidence and will only be used by Rebalance the Globe in connection with the administration of your donation.