

Credit Card Standing Authority

129 Dennis Rd (PO BOX 239) Springwood QLD 4127 | 07 3387 5777 | finance@rlcc.com.au | www.rlcc.com.au

The purpose of this form is for you to authorise Real Life Christian Church to transfer funds from your nominated credit card, into an investment held by the church.

Request and Authority to debit the credit card named below to pay Real Life Christian Church:

New request
 Amendment to existing request

Personal Details

Surname
 Given Names ("you")

request and authorise Real Life Christian Church ("RLCC") to arrange a debit to your nominated credit card to pay a regular donation as listed below. This debit will be arranged by the RLCC office via the EFTpos machine from your nominated card.

Credit card details to be debited

Name on Card
 Card Type eg: Mastercard, Visa, AMEX

Card Number

 -

 -

 -

CCV

 Expiry
 /

Debit amount and frequency

Amount to be debited \$
 Amount in words

Weekly
 Fortnightly
 Monthly
 Continuing until:

Acknowledgement and signature of the cardholder(s)

By signing and/or providing us with a valid instruction in respect to your Credit Card Standing Authority Agreement, you confirm that:

- you are authorised to operate the nominated credit card; and
- you have understood and agreed to the terms and conditions set out in this Request and in your Credit Card Standing Authority Agreement.

Your Signature

 Name

Address

 Postcode

Phone
 Email

Date / /

Credit Card Standing Authority Agreement

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This is your Credit Card Standing Authority Agreement with Real Life Christian Church (“RLCC”). It explains what your obligations are when undertaking a Credit Card Standing Authority Agreement with us. It also details what our obligations are to you. Please keep this agreement for future reference.

Definitions

credit card means the account held at your financial institution from which we are authorised to arrange for funds to be debited.

agreement means this Credit Card Standing Authority Agreement between you and us.

business day means a day other than a Saturday or Sunday or a national public holiday.

debit day means the day that payment by you to us is due.

standing authority means the Credit Card Standing Authority Agreement between you and us.

us or we means Real Life Christian Church (“RLCC”) ABN: 84 836 437 495 you have authorised by requesting a Credit Card Debit.

you means the customer who has authorised the Credit Card Authority Agreement.

your financial institution is the financial institution at which you hold the account you have authorised us to debit.

1) Debiting your credit card

1.1 By signing a Credit Card Standing Authority Agreement, you have authorised us to arrange for funds to be debited from your card.

1.2 We will only arrange for funds to be debited from your account as authorised in the Credit Card Standing Authority Agreement.

1.3 If the debit day falls on a day that is not a business day we may debit your credit card on the following business day. If you are unsure about which day your credit card has or will be debited you should ask RLCC.

2) Amendments by us

We may vary any details of this Agreement at any time by giving you at least fourteen (14) days written notice sent to the preferred email or address you have given in the Credit Card Standing Authority Agreement.

3) How to cancel or change Credit Card debits

You can:

- cancel or suspend the Credit Card Standing Authority Agreement; or
- change, stop or defer an individual debit payment at any time by giving at least 2 days notice

To do so, contact us by email finance@rlcc.com.au or phone us on **07 3387 5777**.

4) Your obligations

4.1 It is your responsibility to ensure that there are sufficient clear funds available on your credit card to allow a debit payment to be made in accordance with the Credit Card Standing Authority Agreement.

4.2 If there are insufficient funds on your card to meet a debit payment:

- you may be charged a fee and/or interest by your financial institution;
- we may charge you reasonable costs incurred by us on account of there being insufficient funds; and
- you must arrange for the payment to be made by another method or arrange for sufficient clear funds to be in your account by an agreed time so that we can process the payment.

4.3 You should check your account statement to verify that the amounts debited from your card are correct.

Disputes

If you believe that there has been an error in debiting your card, you should notify us directly by email finance@rlcc.com.au or phone **07 3387 5777**.

If we conclude as a result of our investigations that your account has been incorrectly debited we will re-credit your account. We will also notify you in writing of the amount by which your account has been adjusted.

If we conclude as a result of our investigations that your account has not been incorrectly debited we will not re-credit your account.

Credit Card details

your credit card details which you have provided to us are correct by checking them against a recent account statement.

with your financial institution before completing the Credit Card Standing Authority Agreement if you have any queries about how to complete the Credit Card Standing Authority Agreement.

Confidentiality

We will keep any information (including your account details) in your Credit Card Standing Authority Agreement confidential. †

† This Agreement and the information contained herein are confidential and intended only for the individual named. If you are not the named individual you should not disseminate, distribute or copy this Agreement. If you have received this Agreement by mistake please notify us immediately by telephone on 07 3387 5777.

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If you wish to notify us in writing about anything relating to this Agreement, you should write to Real Life Christian Church: finance@rlcc.com.au PO Box 239, Springwood Q 4127.

8.2 We will notify you by sending a notice to the preferred address or email you have given us in the Direct Debit Request.

8.3 Any notice will be deemed to have been received on the second banking day after sending.