

Payment / Billing Collection Authority Form

Club/Centre/Business Name:	SYDNEY HAPKIDO ACADEMY	Branch name:	DACEYVILLE
A.B.N	50 826 139 537		
Address:	26a Bunnerong Rd, Daceyville		
Ph: ()	0418 956 135		

Paying the fee(s) on time in accordance with the below Member Payment Agreement for the services that the Club/Centre/Business named above provides to the member named below is one of the obligations of the member, named below to the Club/Centre/Business named above. By signing this document you also accept the services (listed overleaf) of Members Management Systems Pty Limited as well as authorising Members Management Systems Pty Limited to facilitate your payment to the Club/Centre/Business named above. This authority shall stand pursuant to the terms & conditions of any contractual agreement between the member and the Club/Business/Centre named above. The administration of this authority is conducted by Members Management Systems Pty Limited. The services provided to the member named below by Members Management Systems Pty Limited are administrative only and do not extend to the provision of any services or benefits provided by the Club/Business/Centre.

Please Print Clearly Using CAPITAL Letters

Member Information

Member Name : _____ DOB ____ / ____ / ____

Address : _____ City _____ State _____ PC _____

Billing Name : _____ Driving Licence Number: _____

H-Phone : (_____) _____ - _____ Other Ph (_____) _____ - _____ E-mail _____

MEMBER PAYMENT AGREEMENT / TERMS & CONDITIONS

Starting from/...../..... and periodically thereafter as specified, I/We hereby authorise Members Management Systems Pty Limited to make withdrawals from my/our nominated account for the service that I/We receive from the above business.

\$ (Inc GST) Fee <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly	<input type="checkbox"/> Ongoing membership with <input type="checkbox"/> Weeks / <input type="checkbox"/> Months cancellation notice. The period of Suspension will have no bearing on the validity of the contract. That is it will be added on to the end of the initial contract period	<input type="checkbox"/> Term membership with Payments The period of Suspension will have no bearing on the validity of the contract. That is it will be added on to the end of the initial contract period
<input type="checkbox"/> \$1.95 (Inc GST) Administration Fee per payment	\$ (inc GST) Club/Centre/Business joining/Setup Fee	Other

Payment options

<input type="checkbox"/> CREDIT CARD DEBIT AUTHORITY I authorise Members Management Systems Pty limited to charge/debit my card in accordance with above "Members Payment Agreement". <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Bankcard <input type="checkbox"/> Amex <input type="checkbox"/> Diners Name on the card: _____ Card number: _____ Expiry date: ____/____ Signature _____	<input type="checkbox"/> DIRECT DEBIT REQUEST I/we request that moneys due in terms of the repayment arrangements covered by this document be drawn by Members Management Systems Pty limited (User ID 321357) under this Direct Debiting system from my/our account conducted with. Financial Institution Name: _____ Branch: _____ Account Name: _____ BSB # _____ - _____ Acct # _____ I/we acknowledge that this Direct Debiting arrangement is governed by the terms of the Direct Debits Service Agreement received from you. Signatures 1 _____ 2 _____ If debiting from joint or business account, are two signatures required
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PAYMENT AGREEMENT AUTHORISATION

I/We have read "service agreement" overleaf & acknowledge and agree to same.
 I/We request this arrangement remain in force in accordance with the schedule described above & in compliance with the "service agreement" overleaf.
 I/We authorise the financial institution to release information allowing Members Management Systems Pty limited to verify my/our account details.
 I/We hereby indemnify and shall keep indemnified Members Management Systems Pty limited for debiting my/our account(s) in accordance with the above Members Payment Agreement.

Account holder(s) signature:

Date:

Staff signature::

Date:

Customer Service Agreement

Definitions:

“Us/We” means the business/Club/Centre named overleaf .

“You” means the member named overleaf who signed the Credit Card Authority or Direct Debit Request.

“Your financial institution” is the financial institution that holds your bank account (e.g. cheque or saving account) OR issued your credit card that you have authorised Members Management Systems Pty Limited to arrange to debit.

“Account” means your bank account (e.g. cheque or saving account) OR the credit card held with your financial institution from which Members Management Systems Pty Limited is authorised by you to arrange for funds to be debited.

“Direct Debit” request means the Direct Debit Request between Members Management Systems Pty Limited and you.

Members Management Systems Pty Limited will debit the BSB/Account OR credit card nominated in the Schedule of this payment authority form as specified. This is to facilitate your payments and is a service to you from Members Management Systems Pty limited. Members Management Systems Pty Limited will only arrange for funds to be debited from your account as authorised in the Credit Card Debit Authority OR Direct Debit Request.

We may, by prior arrangement and advice (30 days notice) to you vary the amount or frequency of future debits.

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

You should check: your account details which you have provided to us are correct by checking them against a recent account statement.

When a debit day falls on a weekend and/or public holiday all debits for that weekend or public holiday will be processed on the FOLLOWING BUSINESS DAY.

In event of fraud where Members Management Systems Pty limited is not at fault, Members Management Systems Pty limited will be free of any legal liability.

Direct debiting is not available on the full range of accounts and as such you must check with your financial institution. Hence, Members Management Systems Pty Limited does not guarantee to provide direct debit service to you.

Confidentiality

Members Management Systems Pty limited and us will keep any information (including your account details) in your Credit Card Debit Authority or Direct Debit Request confidential. Members Management Systems Pty limited and us will make reasonable efforts to keep any such information that we have about you secure and to ensure that any of our employees or agents who have access to information about you do not make any unauthorised use, modification, reproduction or disclosure of that information. Members Management Systems Pty limited and us will only disclose information that we have about you: (a) to the extent specifically required by law; or (b) for the purposes of this agreement (including disclosing information in connection with any query or claim). If you wish to notify Members Management Systems Pty limited in writing about anything relating to this agreement, you should write to PO Box 699, Artarmon NSW 1570 (Ph: 02-9746 6819 Fax: 02-9746 6849). Members Management Systems Pty limited and us will notify you by sending a notice in the ordinary post to the address you have given us overleaf. Any notice will be deemed to have been received on the third banking day after posting.

We may refer an account to a collection agency or attorney’s office for debt collection and/or credit reporting.

Your Rights:

If you wish to stop or defer or change a debit payment you must notify both Members Management Systems Pty Limited and us in writing at least fourteen (14) days before the next debit day. This is subject to the terms and conditions of any agreement between you and us.

Where you consider that a drawing has been initiated incorrectly (outside Members Management Systems Pty Limited Repayment Plan arrangements) you should take the matter up directly with us.

Should the original terms & conditions of this agreement need to be varied a minimum of seven days notice will be provided.

Queries arising as a result of any such variation must be notified to Members Management Systems Pty limited two working days prior to the first debit date the variation would apply to.

If a debit item is disputed, Members Management Systems Pty limited must be notified immediately. Members Management Systems Pty limited endeavour to resolve this matter within Industry agreed timeframes. Disputed debit items resolved in favour of Members Management Systems Pty limited will incur an administration fee.

Your Commitment to us , Your responsibilities

It is your responsibility to ensure that there are sufficient clear funds available in your account to allow a debit payment to be made in accordance with the Credit Card Debit Authority or Direct Debit Request. If there are insufficient clear funds in your account to meet a debit payment: (a) you may be charged a fee and/or interest by your financial institution ; (b) you will also incur fees (\$5) by Members Management Systems Pty Limited as well as (\$8) fee for any payment received ten (10) days past due and any return fees incurred by Members Management Systems Pty limited .; and (c) you must arrange for the debit payment to be made by another method or arrange for sufficient clear funds to be in your account by an agreed time so that Members Management Systems Pty Limited can process the debit payment.

It is your responsibility to ensure that the authorisation given to draw on the nominated account, is identical to the account signing instruction held by the Financial Institution where the account is based

It is your responsibility to advise us if the account nominated by you to receive the Members Management Systems Pty limited Repayment Plan drawings is transferred or closed.