



## QuickDebit Request Service Agreement

<p><b>Definitions</b></p>	<p><b>account</b> means the account held at <b>your financial institution</b> from which we are authorised to arrange for funds to be debited.</p> <p><b>agreement</b> means this QuickDebit Request Service Agreement between <b>you</b> and <b>us</b>.</p> <p><b>business day</b> means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.</p> <p><b>debit day</b> means the day that payment by <b>you</b> to <b>us</b> is due.</p> <p><b>QuickDebit request</b> means the QuickDebit Request between <b>us</b> and <b>you</b></p> <p><b>us</b> and <b>we</b> means Intech Credit Union <b>you</b> have authorised by signing a <b>QuickDebit request</b>.</p> <p><b>you</b> means the customer who signed the <b>QuickDebit request</b>.</p> <p><b>your financial institution</b> is the financial institution where <b>you</b> hold the <b>account</b> that <b>you</b> have authorised <b>us</b> to arrange to debit.</p>
<p><b>1. Debiting your account</b></p>	<p>1.1 By signing the <i>QuickDebit request</i>, <i>you</i> have authorised <i>us</i> to arrange for funds to be debited from <i>your account</i>. <i>You</i> should refer to the <i>QuickDebit Request</i> and this <i>agreement</i> for the terms of the arrangement between <i>us</i> and <i>you</i>.</p> <p>1.2 We will only arrange for funds to be debited from <i>your account</i> as authorised in the <i>QuickDebit Request</i>. We will not issue individual confirmation of payments made.</p> <p>1.3 If the debit day falls on a day that is not a business day, we may direct your financial institution to debit your account on the previous or following business day. If you are unsure about which day your account has been or will be debited, please check with your financial institution.</p>
<p><b>2. Changes by us</b></p>	<p>2.1 We may vary the terms of this <i>agreement</i> or a <i>Quick Debit Request</i> at any time by giving <i>you</i> at least thirty (30) days' written notice.</p>
<p><b>3. Changes by you</b></p>	<p>3.1 Subject to clauses 3.2 and 3.3, you may defer a debit payment or change the arrangements under a direct debit request by giving us thirty (30) days' notice in writing, signed by you, of the deferral or change.</p> <p>3.2 If you wish to stop a debit payment you must notify us in writing at least thirty (30) days before the next debit day. This notice should be given to us in the first instance.</p> <p>3.3 You may also cancel your direct debit request at any time by giving us thirty (30) days' notice in writing before the next debit day. This notice should be given to us in the first instance.</p>
<p><b>4. Your Obligations</b></p>	<p>4.1 It is your responsibility to ensure that there are sufficient clear funds available in your account on a debit day to allow a debit payment to be made in accordance with the QuickDebit Request.</p> <p>4.2 If there are insufficient clear funds in your account to meet a debit payment: you may be charged a fee and/or interest by your financial institution;</p> <p>a) <i>you</i> may be charged a fee (currently \$30) to reimburse <i>us</i> for fees or charges we have incurred for the failed transaction, and</p> <p>b) <i>you must arrange for the debit payment to be made by another method, or</i></p> <p>c) <i>arrange for sufficient clear funds to be in your account by an agreed time so that we can process the debit payment.</i></p> <p>4.3 You should check your account statement to verify that the amounts debited from your account are correct.</p> <p>4.4 If Intech Credit Union Ltd ABN 70 087 650 191 ("the Credit Union") is liable to pay goods and services tax ("GST") on a supply made by the Credit Union in connection with this agreement, then you agree to pay the Credit Union on demand an amount equal to the consideration payable for the supply multiplied by the prevailing GST rate.</p>
<p><b>5. Availability of Funds</b></p>	<p>5.1 Funds credited to your Intech Credit Union account will be available after two business days.</p>

**Confidentiality** – We will treat all your personal data with strict confidentiality in accordance with our Privacy Policy.

For a copy of the policy please contact our Privacy Officer at [privacy@telstracu.com.au](mailto:privacy@telstracu.com.au)

Telstra Credit Union is a division of Intech Credit Union Limited ABN 70 087 650 191 AFSL 236779

<p>6. Dispute</p>	<p>6.1 If you believe that there has been an error in debiting your account, you should notify us directly by telephone on (02) 9267 9000 or by facsimile on (02) 8251 6666. You should also confirm the details in writing with us as soon as possible so that we can resolve your query quickly.</p> <p>6.2 If we conclude as a result of our investigations that your account has been incorrectly debited we will respond to your query by arranging for your financial institution to adjust your account (including interest and charges) accordingly. We will also notify you in writing of the amount by which your account has been adjusted.</p> <p>6.3 If we conclude as a result of our investigations that your account has not been incorrectly debited we will respond to your query by proving you with reasons and any evidence for this finding.</p> <p>6.4 Any queries you may have about an error made in debiting your account should be directed to us in the first instance so that we can attempt to resolve the matter between us and you. If we cannot resolve the matter you can still refer it to your financial institution, which will obtain details from you of the disputed transaction and may lodge a claim on your behalf.</p>
<p>7. Accounts</p>	<p>7.1 Please be aware that direct debiting may not be available on all accounts.</p> <p>You should check:</p> <p>with your financial institution whether direct debiting is available from your account.</p> <p>your account details which you have provided to us are correct by checking them against a recent account statement from your financial institution; and</p> <p>with your financial institution before completing the direct debit request if you have any queries about how to complete the direct debit request.</p>
<p>8. Confidentiality</p>	<p>8.1 We will keep any information (including your account details) in your direct debit request confidential. We 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. You may access any personal information we hold about you at any time by contacting us.</p> <p>8.2 We will only disclose information that we have about you:</p> <p>to the extent specifically required by law; or</p> <p>for the purposes of this agreement or if required by our sponsor in the direct debit system (including disclosing information in connection with any query, dispute or claim).</p>
<p>9. Notice</p>	<p>9.1 If you wish to notify us in writing about anything relating to this agreement, you should write to the</p> <p>Chief Financial Officer Intech Credit Union PO Box 992, Crows Nest NSW 1585.</p> <p>9.2 We will give you notice you by sending a notice in the ordinary post to the address you have given us in the direct debit request.</p> <p>9.3 Any notice will be deemed to have been received two business days after it is posted.</p>