

## DIRECT DEBIT REQUEST SERVICE AGREEMENT

This agreement sets out the rights and responsibilities of you (the Customer) under the Direct Debit System.

1. This Direct Debit Request is to be used by the Customer for all Direct Debit Requests (including amendments or cancellations) from 31 March 2000.
2. The Customer must complete Steps 2, 3, 4A & 5 of this form.
3. Friends of Trinity Trust will initiate debits using the information provided on this form by the Customer. Friends of Trinity Trust will provide the Customer with not less than 14 days written notice of any variation to these Direct Debit arrangements.
- 4a. Any variation to this Direct Debit Request required by the Customer, including changes to the frequency of debits, the amount to be debited or bank account to be debited, must be advised to Friends of Trinity Trust by completing a Direct Debit Request form and marking the "Amendment to Previous Request" box. Friends of Trinity Trust will endeavour to process such variation within 10 business days from receipt.
- 4b. Any variation for an individual debit or cancellation of this Direct Debit Request required by the Customer must be given in writing to Friends of Trinity Trust. Friends of Trinity Trust will endeavour to process such variation within 10 business days from receipt.
5. Where debits fall due on a day that is not a business day, the debit will be processed on the first business day following such day.
6. Please note that Direct Debit is not available on all customer accounts. It is the responsibility of the Customer to check whether Direct Debit is available on the Customer's account.
7. It is the responsibility of the Customer to have sufficient clear funds available in the relevant account by the date the Debit will be processed, to permit the payment of debits. The Customer will pay any dishonour fees if there are insufficient funds in the Customer Account
8. In the event of any dispute regarding the Debit, the Customer must in the first instance contact Friends of Trinity Trust. This may be done in writing to 87 North Terrace, Adelaide SA 5000 or by telephone on 08 8213 7300.
9. Where a dispute is initiated by the Customer, Friends of Trinity Trust will use its best endeavours to resolve the dispute promptly. If necessary, Friends of Trinity Trust will contact Adelaide Bank Limited (Sponsoring Financial Institution) to assist in the resolution of the dispute. If an amount has been incorrectly debited, this amount will be refunded to the Customer within seven business days.
10. This Direct Debit Request will be held by Friends of Trinity Trust and will at all times be treated confidentially. In the event of a dispute, details of the Direct Debit Request may be provided to Adelaide Bank Limited (Sponsoring Financial Institution), for the sole purpose of resolving any dispute.

## Giving at Trinity Inner South

The Trinity Network of Churches are committed to the ministry of the gospel in Adelaide and beyond. As a Network of Churches we have unique opportunities to proclaim the gospel.

The ministry of each church in the Trinity Network is supported almost entirely by its members. We receive no financial assistance from the Anglican diocese, nor do we have significant income generating investments. Our ongoing ministry relies week to week on the generosity of our members.

Your generous donation to support the ministry of Trinity Inner South can be made in one of the following ways:

### DIRECT DEBIT

Complete the direct debit authority over the page (steps 1 to 5) to allow Trinity to debit an agreed amount from your bank account at an agreed frequency.

### CREDIT CARD

Complete the direct debit authority over the page (steps 1 to 5) to allow Trinity to debit an agreed amount from your credit card account on the 15<sup>th</sup> day of each month.

### ELECTRONIC TRANSFER (DIRECT CREDIT)

You arrange with your bank (often via the internet) to transfer funds from your account to ours.

Account Name: Friends of Trinity Trust - Inner South

Bank: Commonwealth Bank of Australia

BSB: 065 000

Account Number: 1174 1235

### ENVELOPES (CASH OR CHEQUE)

You can obtain regular giving envelopes by contacting the Trinity office on 08 8213 7300 or by completing a "Hi there card" (found in your leaflet) at one of our services.

Please make cheques payable to 'Friends of Trinity Trust—Inner South'.

The money you put in the envelope goes to Trinity, except for 16.75% which is paid as an assessment required by the Anglican Diocese of Adelaide. If you would prefer your gift to go to Trinity, then write the letters "FTT" on the envelope. You can also direct a portion of your gift to go to other ministries.

### OPEN PLATE (OFFERING BAGS)

Gifts can also be made by placing cash or cheques in the collection bags which are passed around towards the end of our services. Unless you indicate otherwise, 16.75% of your gift will go to the Diocese of Adelaide.

## STEP 1: GENERAL DETAILS

Date: .....  New  Amendment to Previous Request  Cancellation  
The main gathering I/we attend at Trinity Inner South is  9am  10:30am

If you are giving via direct debit or credit card, please complete steps 2 to 5.

## STEP 2: DETAILS

First Name(s): ..... Surname: .....  
Company Name: ..... ACN / ARBN: .....  
(If applicable)  
Address: .....  
Suburb / Town: ..... Postcode: .....  
Email: .....  
Phone: .....

## STEP 3: GIVING DETAILS

Part A: Giving frequency

Weekly  Fortnightly  Monthly (15th of month)  
 Quarterly  Yearly  Once off

Part B: Giving Amount

(as per frequency above)

	Amount	Other (please specify)
Friends of Trinity Trust	\$.....	
CMS (Global workers in S.E. Asia)	\$.....	
CMS (Arthur and Tamie)	\$.....	
CMS (Mike and Karen)	\$.....	
Bush Church Aid	\$.....	
Karios Prison Ministry	\$.....	
City Bible Forum	\$.....	
Evangelical Students	\$.....	
Bible College SA	\$.....	
Other (please specify)	\$.....	Who: .....

## STEP 4: GIVING OPTIONS (IF GIVING BY DIRECT DEBIT OR CREDIT CARD)

Please commence my/our debit on ...../...../.....

Option A: Direct Debit my bank account according to the frequency and amount specified in step 3.

Name of Financial Institution: .....  
Name of Account to be debited: .....  
BSB: ..... Account Number: .....

Note: Direct debiting is not available on the full range of accounts. If in doubt, please contact your financial institution. Please ensure your account details are correct and do not copy account numbers from cheque accounts.

Option B: Debit my credit card according to the frequency and amount specified in step 3.

Card type  Visa  MasterCard  American Express  
Cardholders Name: .....  
Card Number: .....  
Expiry: ...../.....

## STEP 5: AUTHORISATION

Your signature indicates you authorise Friends of Trinity Trust (User ID number 079475), until further notice in writing, to debit your nominated bank account or credit card as per the giving options and schedules in Step 3 of this form. It also indicates that you have read and understood the Direct Debit Request Service Agreement on the back page of this document. It also indicates that you are prepared to pay any dishonour fees if there are insufficient funds in your account.

Note: If you have a joint account, all signatures may be required)

Signature: ..... Date: .....  
Signature: ..... Date: .....

Please return this form to by popping it in the collection bags on a Sunday

or by mailing to: PRIVATE AND CONFIDENTIAL  
Friends of Trinity Trust - Trinity Inner South  
176 Wattle Street  
Malvern, SA 5061