

Direct Debit Request form for after tax contributions

Please complete and return this form to: NESS Super, Locked Bag 20, Parramatta NSW 2124
Complete in pen using CAPITAL letters or type directly into this form and print it out.
This request must be signed and dated.

 **Website:** www.nesssuper.com.au
 **Email:** nessadmin@aas.com.au
 **Freecall:** 1800 022 067

Direct Debits are not available on all accounts. Check your financial institution allows direct debits from your account before sending in this form.

1. Member details (Please complete in full)

Member number (This can be found on your Member Statement)

Mr/Mrs/Ms/Miss Surname

Given names

Date of birth (ddmmyyyy)

Tax File Number (see section 2)

Male/Female

Telephone (daytime)

Mobile

Email

Residential address

Street number

Street name

Suburb/Town

State

Postcode

Postal address (if different to residential address)

PO Box

Suburb/Town

State

Postcode

2. Tax File Number (TFN) Details

Under the Superannuation Industry [Supervision] Act 1993, your superannuation fund is authorised to collect your TFN, which can only be used for lawful purposes.

The Trustee of NESS Super may disclose your TFN to another superannuation provider when your benefits are being transferred, unless you request in writing that your TFN not be disclosed to any other superannuation provider.

It is not an offence not to quote your TFN. However if you **do not** provide your TFN, we will not be able to accept your member voluntary contributions (i.e this direct debit request cannot be processed).

Please call 1800 022 067 to check if you have previously provided it.

Direct Debit Service Agreement

Please read the important information below.

Agreement

1. Authorisation to debit your account

- 1.1 By signing the Direct Debit Request (DDR) you are authorising us to arrange for the debit of funds from your bank* account on a monthly basis.
- 1.2 The nominated amount will be debited from your account on the 20th of each month ('debit day'), or on the next business day if the debit day falls on a non-banking day (weekend or public holiday).
- 1.3 We will only arrange for funds to be debited from your account as authorised in the direct debit request.

* throughout this agreement, "bank" can be taken to mean other financial institutions.

2. Changes made by NESS Super

- 2.1 We may vary this agreement or the direct debit request at any time by giving you at least 14 days notice.

3. Changes made by you

- 3.1 You may change, defer or cancel your direct debit by advising us in writing at least 5 business days before the next debit day.
- 3.2 You may dispute a debit made from your account if you believe there has been an error by notifying us in writing. We will respond to your dispute within 5 business days. If we are unable to resolve the dispute, you may lodge a formal complaint with your financial institution.
- 3.3 You may contact us on 1800 022 067 for assistance regarding changes to your direct debit request.

4. Your account

- 4.1 You should check that your bank account accepts direct debits (some accounts don't).
- 4.2 Check your account number is correct (refer to your bank statement or contact your bank).
- 4.3 You should advise us if your account has been transferred, closed or any details have changed.

5. Your responsibilities

- 5.1 You should make sure that there are sufficient cleared funds in your bank account on the debit day.
- 5.2 We will make a debit in accordance with your direct debit request on the debit day. If there are insufficient funds available on the debit day, if your bank dishonours the debit, we may pass any fees and costs incurred by NESS Super to you.
- 5.3 You should check your account statement to verify the amounts debited from your account.

6. Confidentiality

- 6.1 We will keep information contained on your direct debit request confidential. We will make reasonable efforts to keep your information secure from unauthorised use, modification, reproduction or disclosure.
- 6.2 We will only disclose your information to the extent specifically required by law, or only for the purpose of this agreement.

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