

## Direct debit authority - BNZ Template

<div style="border: 1px solid black; padding: 2px;">My account to be debited (acceptor)</div> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border: 1px solid black; padding: 2px;">Name of my bank:</div> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div style="text-align: center;"><div style="border: 1px solid black; padding: 2px 5px;">00</div>Bank</div><div style="text-align: center;"><div style="border: 1px solid black; padding: 2px 5px;">0000</div>Branch</div><div style="text-align: center;"><div style="border: 1px solid black; padding: 2px 5px;">00000000</div>Account</div><div style="text-align: center;"><div style="border: 1px solid black; padding: 2px 5px;">00</div>Suffix</div></div>	<div style="border: 1px solid black; padding: 2px; text-align: center;">Initiator's authorisation code</div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"><div style="border: 1px solid black; padding: 2px 5px;">0</div><div style="border: 1px solid black; padding: 2px 5px;">2</div><div style="border: 1px solid black; padding: 2px 5px;">3</div><div style="border: 1px solid black; padding: 2px 5px;">2</div><div style="border: 1px solid black; padding: 2px 5px;">3</div><div style="border: 1px solid black; padding: 2px 5px;">8</div><div style="border: 1px solid black; padding: 2px 5px;">3</div></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;"><div style="border-top: 1px solid black; margin-bottom: 5px;">Approved</div><div style="display: flex; justify-content: space-around;"><span>nnnn</span><span>mm/yy</span></div></div>
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### From the acceptor to my bank:

I authorise you to debit my account with the amounts of direct debit instructions received from

**Add Value Accountants Limited** (the 'Initiator') with the authorisation code specified on this authority and in accordance with this authority until further notice from me.

I agree that this authority is subject to:

- my bank's terms and conditions that relate to my account, and
- the terms and conditions listed below.

Authorised signature/s:  <div style="border-top: 1px solid black; height: 1.2em; margin-top: 10px;"></div>	Date:  <div style="border-top: 1px solid black; height: 1.2em; margin-top: 10px; text-align: center;">/ /</div>
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### Specific conditions relating to notices and disputes

- 1) I agree that the Initiator must give me at least 10 days' prior notice of each direct debit, including the first direct debit in a series.
- 2) Changes to the amounts or dates of a series of direct debits require 30 days' prior notice to me.
- 3) I can also agree with the Initiator to receive a same day notice for direct debits specifically requested by me.
- 4) All notices must be in writing, but can be delivered electronically, if I have agreed that with the Initiator.
- 5) I can also ask you to reverse a direct debit up to 120 days after the direct debit if:
  - I didn't receive proper notice of the amount and date of the direct debit, or
  - I received notice but the amount or date of the direct debit is different from the amount or date on the notice.
- 6) If you dishonour a direct debit but the Initiator retries it within 5 business days of the original direct debit, I understand that the Initiator doesn't need to notify me again about that direct debit.

<div style="border: 1px solid black; padding: 2px;">For Bank Use Only</div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div style="border: 1px solid black; padding: 2px 5px;">Date Received:</div><div style="border: 1px solid black; padding: 2px 5px;">Recorded by:</div><div style="border: 1px solid black; padding: 2px 5px;">Checked by:</div></div> <div style="margin-top: 10px;">Original – Retain at Branch Copy – Forward to Initiator if requested</div>	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">BANK STAMP</div>
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