

**DIRECT DEBIT REQUEST - BANK ACCOUNT ONLY**

**Customer's Authority**

Name of Customer(s) giving the DDR  
I/We

Address  
of

Name of Debit User  
authorise:

APCA User ID Number

to arrange for funds to be debited from my/our account at the financial institution identified below and as prescribed below through the Bulk Electronic Clearing System (BECS).

This authorisation is to remain in force in accordance with the terms described in the service agreement below.

**Details of the Account to be debited (All details to be supplied)**

*Note: Direct debiting is not available on the full range of accounts or from all institutions. If in doubt, please refer to your own bank/ financial institution.*

Name of the Financial Institution

Account Name

BSB number  (6 Digits) Account Number

The payment is for:

Identified by: Membership No:

**Service Agreement:**

*Monthly debits will be made to your nominated account on the 1st business day of each month.*

*The amount debited to your account will be equivalent of 1/12 of the total of your annual membership subscription, less any items which you have deleted. Members may find that their last periodic payment(s) in the year is slightly different due to rounding of payment amounts.*

*This Direct Debit Authority will remain in force until you advise Engineers Australia that you wish to cancel your authorisation. **Cancellation must be in writing**, providing your full name and membership number. It is also advisable to notify your bank/building society/credit union.*

*It is the responsibility of the member to have sufficient funds in their nominated account by the due date.*

*If debit items are returned unpaid, the Institution will advise the member of any cancellation or variation in the agreement within 14 days.*

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Please forward this request by post in **original form** to :  
Membership Accounts Coordinator  
Engineers Australia  
Engineering House, 11 National Circuit, BARTON ACT 2600