

**Instructions**

Use this form to set up a new direct debit arrangement for personal contribution or to change an existing arrangement.

Please send your completed form to:

Email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)

Post: PO Box 3528, Tingalpa DC, QLD 4173

**MEMBER DETAILS**

Superannuation Member Number

Title

Given name(s)

Surname or family name

Date of Birth

Email address

Contact number

Residential address

Suburb/Town

State

Postcode

Please make a selection:

Establish new direct debit  Cancel direct debit

**BANK DETAILS**

Account Name

Branch No. (BSB)

Account Number

Financial Institution

Branch Address

**DIRECT DEBIT REQUEST**

I authorise and request the below amount to be debited from my preferred nominated account (see Section 2 above):

**Contribution details**

Please complete the below contribution details

Personal Contributions\*

per month

Spouse Contributions\*

per month

**Total Contribution:**

per month

**First Payment Date:**

By completing this form you are overriding any previous direct debit authority you may have had with Australian Military Bank.

Direct debits will commence on the 15th of the following month based on the date this application is received and will occur monthly thereafter. Where the direct debit date falls on a non-business day, the debit will be processed the following business day.

\* We will send you Notice of intent to claim at the end of financial year. Unless such a claim is made and accepted by us, the contributions will be treated as after tax (non-concessional) contributions.

Members over 65 needs to meet the work test (40 hours in 30 consecutive days) in a financial year before we can accept your contribution. Spouse contributions cannot be made for a member aged 70 and over. Eligibility criteria must be met before you are able to claim spouse contribution tax rebates. For more info please check [www.ato.gov.au](http://www.ato.gov.au).

## CANCEL MY DIRECT DEBIT

I elect to cancel my direct debit from Capital Guaranteed Super account. Date:

**Note:** A copy of this signed form must be received by the 5th day of the month for it to become effective as of the next Direct Debit.

PO Box 3528, Tingalpa DC Qld 4173 | Ph: 1300 13 23 28 | Email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)  
[australianmilitarybank.com.au](http://australianmilitarybank.com.au) | Capital Guaranteed Super Account is issued by Australian Military Bank Ltd  
ABN 48 087 649 741 | AFSL and Australian Credit Licence Number 237 988.

## PRIVACY STATEMENT

Please read this Privacy Statement to see how Australian Military Bank uses your personal information:

Australian Military Bank (ABN 48 087 649 741) of (PO Box H151 Australia Square NSW 1215), collects your personal information (PI) to run your super account (including insurance), improve our products and services and keep you informed. If we can't collect your PI we may not be able to do these tasks. PI is collected from you and sometimes from third parties. We will only share your PI where necessary to perform our activities with our, service providers, as required by law or court/tribunal order, or with your permission. Your PI may be accessed overseas by some of our service providers. Our Privacy Policy details how to access and change your PI, as well as the privacy complaints process. For complete details on the above go to [www.australianmilitarybank.com.au](http://www.australianmilitarybank.com.au) or call us on 1300 132 328.

## AUTHORITY

- I authorise Australian Military Bank to debit or cancel my account as outlined above, until I advise otherwise in writing
- I have read and agree to the terms and conditions of the below Direct Debit Service Agreement
- I declare that the information I have completed is true and correct
- I declare I have obtained, read and understood the current Product Disclosure Statement (PDS)

Full Name	Signature of contributor	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Full Name	Signature of additional account holder (if required)*	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

\* For jointly held accounts, both account holders must sign.

## DIRECT DEBIT SERVICE AGREEMENT

### Instructions

You should read this Service Agreement before completing a Direct Debit Authority. By completing the Direct Debit Authority you are authorising Australian Military Bank to withdraw money from your nominated bank account, under the conditions set out below. You should keep a copy of this service agreement for your records.

### Direct Debit arrangements

- The first direct debit will occur on the 15th of the month following the month in which your application is processed
- Subsequent direct debits will occur on the 15th of each month
- If this date falls on a non-business day, we will debit the amount on the next business day.
- We will give you 14 days notice (in writing) if these initial terms change

### Your rights

You can change the direct debit amount, cancel an individual direct debit payment or suspend or cancel your direct debit arrangements by advising us in writing.

You should allow at least two weeks' notice for the change to take effect.

### Your responsibilities

It is your responsibility to make sure that:

- Your nominated bank account can accept and process direct debit requests;
- Your account details are correct, by checking them against a recent account statement from your financial institution;
- There is sufficient money (cleared funds) in your account on each due date;
- You will notify us if your nominated account is transferred, closed or altered (such as the signatories change); and
- You will notify Australian Military Bank in writing if you wish to cancel the direct debit request.

If, for any reason, we cannot withdraw the necessary amount, or the withdrawal is dishonored by your financial institution, we will write to you to let you know your contribution was not made.

### Enquiries and disputes

Your financial institution will ask you to contact us to resolve your enquiries or disputes before involving them so please contact us on 1300 13 23 28 with any questions you may have.

If an amount has been incorrectly deducted from your account and we cannot substantiate the reason for the deduction, we will refund the amount to you (subject to any legislative or other obligations applicable to us).

By signing the Direct Debit Authority form you agree to be bound by the terms and conditions of the Direct Debit Service Agreement above. If you wish to cancel this direct debit authority, you must do so in writing.