

# Authority to Accept Direct Debit Request

Please complete and return to [accounts@intellitrac.co.nz](mailto:accounts@intellitrac.co.nz)

## Direct Debit Request and Authorisation

Last Name or Company Name

First Name or GST No.

'you'

I / We request and authorise **Intellitrac New Zealand Limited** to arrange to debit or charge your nominated account or credit card any amount **Intellitrac New Zealand Limited** has deemed payable by *you*.

This debit or charge will be made through a third party pay system called Windcave Payline from *your* nominated credit card below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.

Type of Credit Card Visa  Mastercard

Name on Credit Card \_\_\_\_\_

Credit Card Number

|\_|\_|\_|\_|\_|\_|\_|-|\_|\_|\_|\_|\_|\_|\_|-|\_|\_|\_|\_|\_|\_|\_|-|\_|\_|\_|\_|\_|\_|\_|

Expiry Date MM-YY |\_|\_|\_|\_|-|\_|\_|\_|\_| CCV |\_|\_|\_|\_|

First Monthly Direct Debit Amount is \$|\_|\_|\_|\_|\_|\_|\_|-|\_|\_|\_|\_|

Continuing Monthly Direct Debits Amounts are:\$|\_|\_|\_|\_|\_|\_|\_|-|\_|\_|\_|\_|

You must notify us in writing and provide one month's billing period notice of your intention to terminate this agreement and any other relevant agreements pertaining to this direct debit request.

**I hereby authorise IntelliTrac New Zealand to debit the nominated account / credit card when placing orders with IntelliTrac New Zealand Limited. In placing additional orders or terminating services, I / We agree for IntelliTrac New Zealand Limited to vary the direct debit amount accordingly.**

## Acknowledgement

By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and **Intellitrac New Zealand** as set out in this Request and in your Direct Debit Request Service Agreement.

Account Signatures

Signature

Signature

Name of signatory

Name of signatory

Date

Date

# Direct Debit Service Agreement

IntelliTrac New Zealand Ltd  
GST Registration No. 129-537-248  
14 Mahunga Drive, Mangere Bridge,  
Auckland 2022  
Ph: 09 9640770  
Email: [accounts@intellitrac.co.nz](mailto:accounts@intellitrac.co.nz)

The following is your Direct Debit Service Agreement with **Intellitrac New Zealand Limited NZBN: 9429047487079**. The agreement is designed to explain what your obligations are when undertaking a Direct Debit arrangement with us. It also details what our obligations are to you as your Direct Debit Provider.

We recommend you keep this agreement in a safe place for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR form.

## Definitions

- **account** means the account held at *your financial institution* or credit card from which *we* are authorised to arrange for funds to be debited.
- **agreement** means this Direct Debit Request Service Agreement between *you* and *us*.
- **banking day** means a day other than a Saturday or a Sunday or a public holiday listed throughout New Zealand.
- **debit day** means the day that payment by *you* to *us* is due.
- **debit payment** means a particular transaction where a debit is made.
- **direct debit request** means the Direct Debit Request between *us* and *you*.
- **us** or **we** means **Intellitrac New Zealand Limited** (the Debit User) *you* have authorised by signing a *direct debit request*.
- **you** means the customer who signed the *Direct Debit Request*.
- **your financial institution** means the financial institution or credit card provider nominated by *you* on the DDR at which the *account* is maintained.

## 1. Debiting your account

By signing a *Direct Debit Request*, *you* have authorised *us* to arrange for funds to be debited from *your account* or *nominated credit card*. *You* should refer to the *Direct Debit Request* and this *agreement* for the terms of the arrangement between *us* and *you*.

*We* will only arrange for funds to be debited from *your account* as authorised in the *Direct Debit Request*

If the *debit day* falls on a day that is not a *banking day*, *we* may direct *your financial institution* to debit *your account* on the following *banking day*.

If *you* are unsure about which day *your account* has or will be debited *you* should ask *your financial institution*.

## 2. Amendments by us

*We* may vary any details of this *agreement* or a *Direct Debit Request* at any time by giving *you* at least thirty **(30) days'** written notice.

## 3. Amendments by you

*You* may change, stop or defer a debit payment, or terminate this agreement by providing *us* with at least thirty **(30) days'** notification by writing to: **PO 59102, Mangere Bridge, Auckland 2022** or by emailing *us* at [accounts@intellitrac.co.nz](mailto:accounts@intellitrac.co.nz) or arranging it through your own financial institution. Please note any contractual obligations between yourself and IntelliTrac New Zealand Limited will remain during the term of the contract.

## 4. Your obligations

Is *your* responsibility to ensure that there are sufficient clear funds available in *your account* to allow a *debit payment* to be made in accordance with the ***Direct Debit Request***.

If there are insufficient clear funds in *your account* to meet a *debit payment*:

- (a) *you* may be charged a fee and/or interest by *your financial institution*;
- (b) *you* may also incur fees or charges imposed or incurred by *us*; and
- (c) *you* must arrange for the *debit payment* to be made by another method or arrange for sufficient clear funds to be in *your account* by an agreed time so that *we* can process the *debit payment*.

*You* should check *your account* statement to verify that the amounts debited from *your account* are correct

## 5. Dispute

If *you* believe that there has been an error in debiting *your account*, *you* should notify *us* directly at [accounts@intellitrac.co.nz](mailto:accounts@intellitrac.co.nz) and confirm that notice in writing with *us* as soon as possible so that *we* can resolve your query more quickly. Alternatively *you* can take it up with your financial institution direct.

If *we* conclude as a result of our investigations that *your account* has been incorrectly debited *we* will respond to *your* query by arranging for *your financial institution* to adjust *your account* (including interest and charges) accordingly. *We* will also notify *you* in writing of the amount by which *your account* has been adjusted.

If *we* conclude as a result of our investigations that *your account* has not been incorrectly debited *we* will respond to *your* query by providing *you* with reasons and any evidence for this finding in writing.

## 6. Accounts

*You* should check:

- (a) with *your financial institution* whether direct debiting is available from *your account* as direct debiting is not available on all accounts offered by financial institutions.
- (b) *your account* details which *you* have provided to *us* are correct by checking them against a recent *account* statement; and
- (c) with *your financial institution* before completing the *Direct Debit Request* if *you* have any queries about how to complete the *Direct Debit Request*.

## 7. Confidentiality

*We* will keep any information (including *your account* details) in *your Direct Debit Request* confidential. *We* will make reasonable efforts to keep any such information that *we* have about *you* secure and to ensure that any of *our* employees or agents who have access to information about *you* do not make any unauthorised use, modification, reproduction or disclosure of that information.

*We* will only disclose information that *we* have about *you*:

- (a) to the extent specifically required by law; or
- (b) for the purposes of this *agreement* (including disclosing information in connection with any query or claim).

## 8. Notice

If *you* wish to notify *us* in writing about anything relating to this *agreement*, *you* should write [accounts@intellitrac.co.nz](mailto:accounts@intellitrac.co.nz)

*We* will notify *you* by sending a notice in the ordinary post to the address *you* have given *us* in the *Direct Debit Request*.

Any notice will be deemed to have been received on the third *banking day* after posting.