

IEUwa DIRECT DEBIT SERVICE AGREEMENT

1. Membership subscriptions shall be debited either fortnightly or monthly. All fortnightly debits will be processed on Thursdays. All monthly debits will be processed on the 1st, 8th, 15th, or 22nd of each month. If the day is a Public Holiday the debit will be processed on the next Business Day.
2. The IEUwa shall provide not less than 14 days' notice to members of any variation of debit arrangements.
3. The IEUwa reserves the right to review from time to time the membership subscriptions and to increase the debit to the relevant subscription.
4. A member shall provide 14 days' notice in writing to the IEUwa to terminate or alter direct debit arrangements.
5. It is the responsibility of the member to notify the IEUwa in advance of periods of unpaid leave such as Maternity Leave to be eligible for the reduced rate. Membership subscriptions are payable during all paid leave such as Long Service Leave.
6. Any dispute relating to incorrect or wrongful debit must be directed to the IEUwa in the first instance.
7. Please be advised that direct debit is not available on all accounts and it is the responsibility of the member to check with their Financial Institution before completing a Direct Debit Request.
8. It is the responsibility of the member to ensure that sufficient clear funds are available in the relevant account by the due date to permit the payment of this Debit item in accordance with the Direct Debit Request and this Agreement.
9. When the due date for payment falls on a day which is not a Business Day in the place of lodgement and the member is unsure when the debit will be processed the member should inquire direct to the Financial Institution.
10. When a Debit payment is returned unpaid by the Financial Institution to the IEUwa the member will be contacted regarding account details and for payment of outstanding amount.
11. Direct Debit Request forms will be stored in a secure location and privacy accorded to members' details.
12. This IEUwa Direct Debit Service Agreement is to be retained for your records.