



Pay Plan - Direct Debit Request (Monthly billing only)

SECTION 1 - AUTHORITY*

*PLEASE COMPLETE ALL FIELDS

Customers Authority (Name of company)

I / We

Authorise and request you

Name of Debit User:	BGL Corporate Solutions Pty Ltd.	Debit User ID number:	398038
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to arrange for funds to be debited from my/our account at the financial institution identified below and as prescribed by the BGL Corporate Solutions PTY LTD Payment Plan - Client Service Agreement.

SECTION 2 - PAYMENT DETAILS*

Option 1 – Bank Account

Account Name:	
BSB:	Account number:

(must be 6 characters)

(Cannot be more than 9 characters)

Option 2 – Credit Card

Click ['here'](#) to enter your Credit Card details.

BGL will charge a 1.5% processing fee for all automated Credit Card payments. This is the fee charged to BGL by Stripe, our new Credit Card processor. Automated Credit Card payments will show Stripe as the merchant name.

SECTION 3 - DECLARATION*

I/We acknowledge that this Direct Debit agreement is governed by the terms of the Pay Plan Client Service Agreement.

Name:	Name:
Signature:	Signature:
Date:	Date:



Direct Debit Client Service Agreement and Monthly Payment Plan

SECTION 1 - CLIENT SERVICE AGREEMENT

Our commitment to you

Drawing arrangements:

- We will advise you, in writing, the details of the BGL Corporate Solutions Pty Ltd Pay Plan drawing arrangements [amount; frequency; commencement date] at least 14 calendar days prior to the first drawing.
- Where the due date falls on a non-business day, we will draw the amount on the next business day.
- We will not change the amount or frequency of drawings arrangements without your prior approval.
- We reserve the right to cancel BGL Corporate Solutions Pty Ltd Pay Plan drawing arrangements if three or more drawings are returned unpaid by the nominated Financial Institution and to arrange with you an alternate payment method. You are responsible for any fees or charges.
- We will keep all information pertaining to your nominated account at the Financial Institution, private and confidential

Your rights:

- You may terminate the BGL Corporate Solutions Pty Ltd Pay Plan drawing arrangements at any time by giving written notice directly to us, or through your nominated Financial Institution. Notice given to us should be received by us at least 14 business days prior to the due date.
- You may stop payment of a drawing under the BGL Corporate Solutions Pty Ltd Pay Plan by giving written notice directly to us, or through your nominated Financial Institution. Notice given to us should be received by us at least 14 business days prior to the due date.
- You may request change to the drawing amount and or frequency of BGL Corporate Solutions Pty Ltd Pay Plan drawings by contacting us and advising your requirements no less than 14 business days prior to the due date.
- Where you consider that a drawing has been initiated incorrectly [outside the BGL Corporate Solutions Pty Ltd Pay Plan arrangements] you may take the matter up directly with us, or lodge a Direct Debit Claim through your nominated Financial Institution.

Your commitment to us

Your responsibilities:

- It is your responsibility to ensure that sufficient funds are available in the nominated account to meet a drawing on its due date.
- It is your responsibility to ensure that the authorisation given to draw on the nominated account, is identical to the account signing instruction held by the Financial Institution where the account is based.
- It is your responsibility to advise us if the account nominated by you to receive the BGL Corporate Solutions Pty Ltd Pay Plan drawings is transferred or closed.
- It is your responsibility to arrange with us a suitable alternate payment method if wish to cancel the BGL Corporate Solutions Pty Ltd Pay Plan drawing.

SECTION 2 - CLIENT SERVICE AGREEMENT

Monthly Pay Plan Terms and Conditions

Drawing arrangements:

- BGL has the right to debit your nominated bank account (or your credit card if your nominated bank account does not have sufficient funds) on the first business day of each calendar month.
- A Credit Card Authority Form must be completed to activate this Monthly Pay Plan.
- Any downgrades to BGL products and services take effect from the next calendar month
- Upon signing this agreement, you authorise BGL to debit your account for all the monthly services you have with us.
- BGL will provide your nominated contact a tax invoice within 3 business days of the account debit.

BGL Contact Details

Telephone: 1300 654 401

Email: info@bglcorp.com.au