



**The Australian Rotary Foundation  
Trust of The Rotary Foundation of  
Rotary International**



**District 9810 Centurion Initiative**

**Membership:**      **New**       **Renew**

I wish to donate to The Rotary Foundation of Rotary International through **The Australian Rotary Foundation Trust**.  
Please designate my donation to the **Annual Programs Fund**

**First name**..... **Last Name**.....

Home Address.....

State ..... Post Code..... Tel ..... Mobile .....

E-mail address.....

Rotary Club of..... Club No..... District .....

**Rotary International Membership Number**.....(Available from your Club Secretary)

**PAYMENT DETAILS:**      The **amount** in Australian currency      \$ \_\_\_\_\_ is paid by (tick choice)

**Cheque attached**       **EFT**  **Preferred - See Bank Transfer Instructions in page 3**

or you can choose **Direct Debit** or **Credit Card** by completing below:

**Direct Debit**       See *Direct Debit Service Agreement on page 2.*

By signing this document, I/We authorise: THE AUSTRALIAN ROTARY FOUNDATION TRUST with ABN 55 218 421 934 and with Debit User Number 352263 the Debit User, to debit my/our account, detailed in the Schedule below, through the Direct Debit System. I/we must pay you when due under the arrangement between us. This authority is to remain in force until further notice.

BSB \_\_\_\_\_ Account Number \_\_\_\_\_

NAME ON ACCOUNT: \_\_\_\_\_

NAME OF FINANCIAL INSTITUTION: \_\_\_\_\_

Frequency:       Once only       Monthly       Quarterly       Half Yearly       Yearly

SIGNATURE: ..... Date: ...../...../.....

**Credit Card**      **MASTERCARD**       **VISA**       (tick as appropriate)

NAME ON CARD \_\_\_\_\_ CVN (verification No) \_\_\_\_\_

CARD NO \_\_\_\_\_ EXPIRY DATE: ...../.....

Frequency:       Once only       Monthly       Quarterly       Half Yearly       Yearly

SIGNATURE: ..... Date: ...../...../.....

**When completed, please forward copy to your District Centurion Co-ordinator:**

Ian Donald 39 Alvie Road, Mt Waverley, Vic. 3149 or email: [ikdonald@tpg.com.au](mailto:ikdonald@tpg.com.au)

OR if payment is by EFT, please send copy to the Rotary Foundation at email: [RISPPPO@rotary.org](mailto:RISPPPO@rotary.org)

**A receipt will be issued by the Trust for your taxation purposes.**

## **DIRECT DEBIT SERVICE AGREEMENT**

**Debit User's name: The Australian Rotary Foundation Trust ("we" or "us")**  
**With ABN 55 218 421 934**  
**Debit User's address: P.O. Box 6985, Norwest, NSW 2153**

**User ID: 352263**

You have entered or are about to enter into an arrangement under which you make payments to us. You want to make those payments by use of the Direct Debit System.

This agreement sets out the terms on which we accept and act under a Direct Debit Request ("your Direct Debit Request") you give us to debit amounts from your account under the Direct Debit System. It is additional to the arrangement under which you make payments to us.

Please ensure you keep a copy of this agreement as it sets out certain rights and obligations you have with us by giving us your Direct Debit Request.

### **When are we bound by this agreement?**

1. We agree to be bound by this agreement when we receive your Direct Debit Request complete with the particulars, we need to draw an amount under it.

### **What we agree and what we can do.**

2. We only draw money out of your account in accordance with the terms of your Direct Debit Request
3. On giving you at least 14 days notice we may:
  - Change our procedures in this arrangement
  - Change the terms of your Direct Debit request; or
  - Cancel your Direct Debit Request
4. You may ask us to:
  - Alter the terms of your Direct Debit Request
  - Defer payment to be made under your Direct Debit Request;
  - Stop a drawing under your Direct Debit Request; or
  - Cancel your Direct Debit Request by:

Informing us of the change you require and the reason for the change. Please contact us by letter/fax. Our contact details are:

**The Australian Rotary Foundation Trust**  
**P.O. Box 6985, Norwest, NSW 2153**

Stops and cancellations of your Direct Debit Requests can be directed to us or your own Financial Institution.

5. We will endeavour to resolve any dispute within 14 business days if the query is relating to a drawing.
6. We deal with any dispute under clause 5 of this agreement as follows:  
We will investigate the dispute and if it is found that the amount has been debited in error, we will refund you the disputed amount within 14 business days. Where it is found that the disputed amount has been debited correctly and in accordance to the terms of the Direct Debit Agreement, we will notify you of that outcome in writing within 14 business days.
7. If the day on which you must make any payment to us is not a business day, we draw on your account under your Direct Debit Request on **the next business day**.
8. We will not disclose to any person any information you give us on your Direct Debit Request, which is not generally available, unless:
  - You dispute any amount we draw under your Direct Debit Request, where we will be required to disclose your information to your Financial Institution in order to investigate the dispute;
  - You consent to that disclosure; or
  - We are required to disclose that information by law.

### **What you should consider**

9. Not all accounts held with a financial institution are available to draw on under the Direct Debit System.
10. Before you complete your Direct Debit Request, it is best to check account details against a recent statement from your financial institution to ensure the details on your Direct Debit Request are completed correctly.
11. Please enquire of your financial institution if you are uncertain when your financial institution processes an amount, we draw under your Direct Debit Request.
12. It is your responsibility to ensure there are sufficient clear funds available in your account, by the due date to enable us to obtain payment in accordance with your Direct Debit Request.

## ***ELECTRONIC FUNDS TRANSFER (EFT) INSTRUCTIONS through your BANK***

At Rotary International South Pacific & Philippines Office (RISPPO), the Australian Rotary Foundation Trust receives many deposits into the Foundation Bank accounts that may have little or no description of the donor. This can create long delays in tracing & recording a deposit.

### **Donor information required:**

**For Individual Donors:** To ensure that you receive recognition for your contributions, please use the following ***description in the reference field*** of the Bank Deposit:

**DonorName(IDNumber)AF** (for example: JSmith1234567AF)

#### **Also please note:**

- Centurion and PHF donations go to the **Annual Fund (AF)**.
- Including the club name or donor member name is extremely useful, especially where you need to abbreviate your name to fit into the field, as in the above example.
- Member ID Nos can be found in My Rotary or from your Club Secretary or Treasurer.

**For Multiple Donors:** please use the **name of the Club** and then email the list of donors to **RISPPO** on email [RISPPO@rotary.org](mailto:RISPPO@rotary.org)

### **Bank Account:**

**For Individual, Business and Multiple Individual donations where a tax deduction receipt is required, please use the following account:**

HSBC  
Acct Name: The Australian Rotary Foundation Trust  
Acct No: 663499001  
BSB No: 342 011

**Please always advise the Foundation of the donation by email [RISPPO@rotary.org](mailto:RISPPO@rotary.org) BEFORE or ON THE DAY of the bank transfer.**

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