

## Second account signatory (if required)

Signature .....

(If signing for a company, sign and print full name and capacity for signing eg. director)

Address .....

..... Date .....



### Port Macquarie Golf Club

ABN: 76 000 100 854

Postal: P.O. Box 22 Port Macquarie NSW 2444

Email: [admin@portmacquariegolf.com.au](mailto:admin@portmacquariegolf.com.au)

Phone: 02 6582 0409 Fax: 02 6582 2116

Website: [www.portmacquariegolf.com.au](http://www.portmacquariegolf.com.au)

## Direct Debit Request Service Agreement

This is your Direct Debit Service Agreement with Port Macquarie Golf Club. It explains 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. Please keep this agreement for future reference. It forms part of the terms and conditions of your Direct Debit Request and should be read in conjunction with your DDR authorisation.

### 1. Debiting your account

- 1.1 By signing a Direct Debit Request or by providing us with a valid instruction, you have authorised us to arrange for funds to be debited from your account. You should refer to the Direct Debit Request and this agreement for the terms of the arrangement between us and you.
- 1.2 We will only arrange for funds to be debited from your account as authorised in the Direct Debit Request. or We will only arrange for funds to be debited from your account if we have sent to the address nominated by you in the Direct Debit Request, a billing advice which specifies the amount payable by you to us and when it is due.
- 1.3 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

- 2.1 We may vary any details of this agreement or a Direct Debit Request at any time by giving you at least 14 days written notice.

### 3. Amendments by you

You may change\*, stop or defer this method of debit payment, or terminate this agreement by providing us with at least 14 days notification by writing to Port Macquarie Golf Club P.O. Box 22 Port Macquarie NSW 2444 or by telephoning us on 02 6582 0409 during business hours or arranging it through your own financial institution, which is required to act promptly on your instructions. \*Note: In relation to the above reference to 'change' your financial institution may 'change' your debit payment only to the extent of advising us Port Macquarie Golf Club of your new account details.

### 4. Your obligations

- 4.1 It 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.
- 4.2 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.

- 4.3 You should check your account statement to verify that the amounts debited from your account are correct.

### 5. Dispute

- 5.1 If you believe that there has been an error in debiting your account, you should notify us directly on 02 6582 0409 or [admin@portmacquariegolf.com.au](mailto:admin@portmacquariegolf.com.au) 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 directly with your financial institution.
- 5.2 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.
- 5.3 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 through BECS 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

- 7.1 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.
- 7.2 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

- 8.1 If you wish to notify us in writing about anything relating to this agreement, you should write to Port Macquarie Golf Club P.O. Box 22 Port Macquarie NSW 2444.
- 8.2 We may send notices either electronically to your email address or by ordinary post to the address you have given us.
- 8.3 Any notice will be deemed to have been received on the third banking day after emailing or posting.

### Definitions

#### account

means the account held at your financial institution 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 Australia.

#### 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 Port Macquarie Golf Club, (the Debit user) you have authorised by requesting a Direct Debit Request

#### you

means the customer who has signed or authorised by other means the Direct Debit Request.

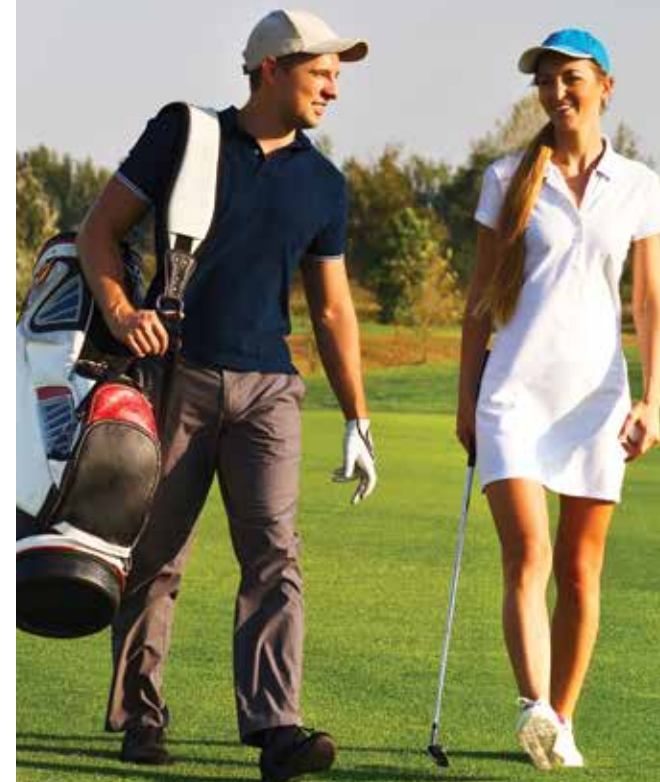
#### your financial institution

means the financial institution nominated by you on the DDR at which the account is maintained.



# Become a Member

Great Golf. Great Food. Great Fun.



**A** Ocean Drive  
Port Macquarie NSW 2444

**P** (02) 6582 0409

**E** [admin@portmacquariegolf.com.au](mailto:admin@portmacquariegolf.com.au)

**W** [portmacquariegolf.com.au](http://portmacquariegolf.com.au)



# Membership Application

I wish to join Port Macquarie Golf Club and hereby apply to be admitted as a member. I agree to be subject to the Rules and Regulations of the Club. I accept that the Board reserves the right to refuse any application for membership in their absolute discretion without giving any reason (s). I accept my membership is provisional until approved by the Board.

Signature ..... Date .....

### Your details

Title ..... First Name .....

Known As .....

Surname ..... Middle Initial .....

Home Address .....

.....

Suburb ..... Postcode .....

Postal Address .....

Suburb ..... Postcode .....

Phone Home ..... Phone Mobile .....

Phone Business .....

Email .....

Occupation .....

Date of Birth ..... Gender .....

Category applied for .....

**NOTE** Joining Fee and Subscription Fee or part thereof, must be lodged with this nomination.

**NOTE** Upon notification applicants will be required to meet the appropriate Membership Committees.

**ANNUAL REPORTS AND NOTICES** Annual Report will be made available to members on the Club website, via email and upon written request a printed version can be provided. A request in writing will be standing annually unless revoked.

**PRIVACY POLICY** [www.portmacquariegolf.com.au](http://www.portmacquariegolf.com.au)

### Golf Memberships Only

Do you have a current Golfink Number:  YES  NO

Please insert number .....

Club Name .....

Do you wish for PMGC to be your home club for handicapping purposes:

YES  NO

If No, which Club is your home club? .....

Left handed or right handed golfer  Left  Right

Current handicap if applicable .....

Proposer ..... Seconder .....

Have you ever had club membership withdrawn or suspended for any reason?  YES  NO

If Yes please provide details:

.....

.....

### Emergency Contact Details

Name .....

Relationship .....

Home and Mobile .....

By making application to the Club you acknowledge and accept that you will be subject to the Golf Australia handicapping system and your handicap may be reviewed in the absolute discretion of the Board on the basis of any cards returned in any competition.

Membership information may be provided to Golf Australia for the purposes of handicap maintenance. Should you wish, you will be able to access your personal information through Golf Australia upon reasonable notice.

By making application to the Club you also expressly acknowledge and agree that you will have no right to make any representations to the handicapper before any decision is made to review your handicap and that there shall be no appeal whatsoever from any decision of the Board in relation to a review of your handicap.

#### For official use only

Posted to micropower: Membership #:

Board agenda: Receipt:

Board approval date: Welcome letter sent:

## Direct Debit Request

Request and Authority to debit the account named below to pay Port Macquarie Golf Club.

### Request and Authority to debit

Your Surname or company name .....

Your Given names or ABN/ARBN ..... "you" request and authorise Port Macquarie Golf Club to arrange, through its own financial institution, a debit to your nominated account any amount Port Macquarie Golf Club has deemed payable by you.

This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.

### Insert the name and address of financial institution at which account is held

Financial institution name .....

Address .....

### Insert details of account to be debited

Name/s on account .....

BSB No. (Must be 6 Digits)

Account No.

Credit Card No.

CCV    Card type  Visa  Mastercard

Expiry   /

### Acknowledgment

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 Port Macquarie Golf Club as set out in this Request and in your Direct Debit Request Service Agreement.

### Insert your signature and address

Signature .....

(If signing for a company, sign and print full name and capacity for signing eg. director)

Address .....

..... Date .....