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Te Kaunihera-ā-Rohe o Ngāmotu
New Plymouth District Council

Direct Debit authority

Name on my account to be debited (acceptor)

Name of my bank

Bank	Branch	Account number	Suffix

Initiator's authorisation code

0	3	0	2	6	4	2

Approved 0264	
10	2026

From the acceptor to (my bank):

I authorise the bank to debit my account with the amounts of direct debits from **New Plymouth District Council** with the authorisation code specified on this authority in accordance with this authority until further notice. I agree that this authority is subject to:

- The bank's terms and conditions that relate to my account, and
- The specific terms and conditions listed below.

Information to appear on my/our bank statement

Payer particulars	Payer code	Payer reference

Authorised signature Date DD / MM / YYYY

Authorised signature Date DD / MM / YYYY

Specific conditions relating to notices and dispute

1. I may ask my bank to reverse a direct debit up to 120 calendar days after the debit if:
   - I don't receive written notice of the amount and date of each direct debit from the initiator, or
   - I receive written notice, but the amount or the date of debiting is different from the amount or the date specified on the notice.
2. The initiator is required to give me written notice of the amount and date of each direct debit in a series of direct debits no less than 10 calendar days before the date of the first direct debit in the series. The notice is to include:
   - The dates of the debits, and
   - The amount of each direct debit.
3. If the bank dishonours a direct debit but the initiator sends the direct debit a second time within 5 business days of the original direct debit, the initiator is not required to notify me a second time of the amount and date of the direct debit.
4. If the initiator proposes to change an amount or date of a direct debit specified in the notice, the initiator is required to give me notice:
   - No less than 30 calendar days before the change, or
   - If the initiator bank agrees, no less than 10 calendar days before the change.

NPDC SUNDRY DEBTOR DETAILS

(For New Plymouth District Council administration purposes only)

Sundry Debtor Number: _____

Start Date: DD / MM / YYYY

Payment Frequency: ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Quarterly ☐ Annual

Direct Debit Amount: $ _____

Conditions of this Authority

1. The Initiator:

(a) Undertakes to give written notice to the Acceptor of the commencement date, frequency and amount at least 10 calendar days before the first direct debit is drawn (but not more than two calendar months). Where the Direct Debit system is used for the collection of payments which are regular as to frequency but variable as to amounts, the Acceptor is to receive a schedule detailing each payment amount and each payment date. In the event of any subsequent change to the frequency or amount of Direct Debits, the Initiator has agreed to give written notice **at least 30 days before** the change comes into effect.

(b) May, upon the relationship which gave rise to this Authority being terminated, give notice to the Bank that no future Direct Debits are to be initiated under the Authority. Upon receipt of such notice the Bank may terminate this Authority as to the future payments by notice in writing to me/us.

2. The Customer may:

(a) At any time, terminate this Authority as to future payments by giving written notice of termination to the Bank and to the Initiator.

(b) Stop payment of any Direct Debit to be initiated under this Authority by the Initiator by giving written notice to the Bank **prior** to the Direct Debit being paid by the Bank.

(c) Where a variation to the amount agreed between the Initiator and the Customer from time to time to be Direct Debited has been made without notice being given in terms of clause 1 (a) above, request the Bank to reverse or alter any such Direct Debit initiated by the Initiator by debiting the amount of the reversal or alteration of a Direct Debit back to the Initiator through the Initiator's Bank, PROVIDED such a request is not more than 120 days from the date when the Direct Debit was debited to my/our account.

3. The Customer acknowledges that:

(a) This Authority will remain in full force and effect in respect of all Direct Debits made from my/our account in good faith notwithstanding my/our death, bankruptcy or other revocation of this Authority until actual notice of such events is received by the Bank.

(b) In any event this Authority is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.

(c) Any dispute as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the Direct Debit has not been paid in accordance with this Authority. Any other disputes lie between me/us and the Initiator.

(d) Where the Bank has used reasonable care and skill in acting accordance with this Authority, the Bank accepts no responsibility or liability in respect of:

- the accuracy of information about Direct Debits on Bank statements.

- any variations between notices given by the Initiator and the amounts of Direct Debits.

(e) The Bank is not responsible for, or under any liability in respect of the Initiator's failure to give written advance notice correctly nor for the non-receipt or late receipt of notice by me/us for any reason whatsoever. In any such situation the dispute lies between me/us and the Initiator.

(f) Notice given by the Initiator in terms of clause 1 (a) to the debtor responsible for the payment shall be effective. Any communication necessary because the debtor responsible for payment is a person other than me/us is a matter between me/us and the debtor concerned.

4. The Bank may:

(a) In its absolute discretion conclusively determine the order of priority of payment by it of all monies pursuant to this or any other authority or draft properly executed by me/us and given to or drawn on the Bank.

(b) At any time terminate this Authority as to future payments by notice in writing to me/us.

(c) Charge its current fees for this service in force from time-to-time.

REPLY PAID
New Plymouth District Council
DX BOX NP90081
New Plymouth

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