



RTBU

CHANGE OF BANK DETAILS FORM
Australian Rail, Tram and Bus Industry Union
Australian Rail, Tram and Bus Industry Union of Employees, Western Australia
Branch

2/10 Nash Street, Perth WA 6000

Phone: (08)9225 6722

Fb: @ARTBIUWesternAustralia

Email: general@rtbuwa.asn.au

Website: www.rtbuwa.asn.au

Member Authority:

I/We _____ (name of member/s) authorise the **Australian Rail, Tram and Bus Industry Union** to arrange funds to be debited from my/our account at the financial institution identified below and as prescribed below through the Bulk Electronic Clearing System (BECS).

This authorisation is to remain in force in accordance with the terms described in the **Direct Debit Service Agreement**.

(Both signatures may be required for a joint account)

Signature: _____

Date: _____

Signature: _____

Date: _____

Details of the Account to be Debited (all details must be supplied):

Financial Institution: _____

Account Name: _____

BSB: _____

Account Number: _____

Office Use Only:

New Member:

Change of Account:

Direct Debit Number: _____

Invoice Number: _____



DIRECT DEBIT REQUEST SERVICE AGREEMENT

IMPORTANT: Keep this document in a safe place.

REMEMBER TO NOTIFY THE OFFICE WHEN CHANGING ACCOUNTS

1. The maximum amount that will be debited is **\$29.00** every fortnight. This amount may change with decisions of the Branch Executive/Council.
2. The Member will be advised by notices in the workplace, post, and/or email **fourteen (14) days** in advance in the event changes are made to the Direct Debit arrangement.
3. For all matters relating to Direct Debits, the member can
 - Call the Office between 9.00am-5.00pm Monday to Friday on (08) 9225 6722; or
 - Visit the Office at 2/10 Nash Street, Perth WA, Monday to Friday; or
 - Send written correspondence to the Office outlining the request/ issue; and
 - Allow ten (10) working days for the change to effectuate.
4. The Member should be aware:
 - Direct Debiting through BECS is not available on all accounts;
 - Account details should be checked against a recent statement from their Financial Institution; and
 - If a Member is in any doubt, they should check with their Financial Institution before completing the Direct Debit Request.
5. It is the Member's responsibility to ensure sufficient cleared funds are in the nominated debiting account when the payments are drawn.
6. If the due date for payment falls on a non-working day or public holiday, the payment will be processed on the next working day. If the Member is in doubt, please refer to the point 3 for further clarifications.
7. All members' records and account details will be kept private and confidential to be disclosed only at the request of the Member of Financial Institution in connection with a claim made to an alleged incorrect or wrongful debit.
8. It is the Member's responsibility to ensure they update payment method or comply with Rule 14 before direct debit arrangements will be cancelled.

RULE 14 – RESIGNATION FROM MEMBERSHIP



1. A member may resign from membership of the Union by written notice addressed and delivered to the Secretary of his/her Branch.
2. A notice of resignation from membership of the Union takes effect:-
 - a) where the member ceases to be eligible to become a member of the Union:-
 - i. on the day on which the notice is received by the Union; or
 - ii. on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;whichever is later; or
 - b) In any other case:-
 - i. at the end of two weeks; or
 - ii. on the day specified in the notice;whichever is later.
3. Any subscriptions, fees, fines and levies owing but not paid by a former member of the Union in relation to a period before the member's resignation took effect, may be sued for and recovered in the name of the Union in a Court of competent jurisdiction, as a debt due to the Union.
4. A notice delivered to the Branch Secretary shall be deemed to have been received by the Union when it was delivered.
5. A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered to the Branch Secretary.
6. A resignation from membership of the Union is valid even if it is not effected in accordance with this Rule, if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.
7. If a financial member retires from employment permanently or changes employment to a position not covered under these rules by the union, the member shall be entitled to transfer to the status of Health Fund Member.