

Service Agreement & Direct Debit Request

COMPLETE ONLINE AT www.capitalguardians.com > "Registration" button top right of homepage, or follow QR → Or fax / email this form to FAX (03) 8677 9255 / EMAIL <u>customer@capitalguardians.com</u>



Account / Resident Name*			(Cus	stomer")	
Residential Facility Name*		(preferred method of ensuring a minimum balance of funds held in account) Direct Debit Bank details			
Nesidentian admity Name		Name/s on	account		
		BSB numb	er (Must be 6 Digits)	_ _	-
Suburb State		Account nu	ımber		
Primary contact name*		2 nd contact r	name (optional)		
Email*		Email*			
		Address			
City State Post	code	City	State		Postcode
Mobile*		Secondary contact phone			
The customer direct debit will be:	\$100	\$200	\$300	\$400	Other \$
A direct debit is triggered if the balance falls below (the direct debit is taken on a business day and needs to be gre-	T	(default) \$100 num balance trigger t	\$150 (pharmacy) that is selected above)	\$200	Other \$
Providers of goods and services paid personally (excludes items	s paid by facility c	overed by care fee	s or agreement)		
Facility reimbursements (ie outings, café, clothing, gifts, etc) Please cross out providers you want to exclude from the initial set up providers at the facility will be connected if personal (can be disconnected).		delivery o	are paid weekly. All post services and/or prodes invoices directly with	ucts to be pa	•
Hairdressing / Beautician / Massage Dry Cleaning / Clothing / Deliveries Pharmacy Newsagent Allied health: (Podiatrist, Physio, Dietician; Hearing, Optical)		■ The yearly fee is \$36 (excluding GST). Alternatively, a fee free account with a transactions-based surcharge of 4% is available, if this is preferred tick			
Agreement					
 The Customer will ensure that the trust account always has electronically, as requested, when the balance falls below to the Customer agrees that they are responsible for account bring up any disputes within four weeks by contacting the point of the Ir CG is liable to pay goods and services tax ("GST") on the Ir The Customer authorises CG a debit through the Bulk Elect debit payment, or terminate this agreement by providing us has been an error in debiting your account, you should note. The Customer is responsible to have clear funds in the acc financial institution; (b) incur a \$9.90 fee representing what by another method or arrange for sufficient clear funds to be We will keep information confidential and only disclose to the includes providing your contact details to providers who are CG guarantees to refund unspent money on request within 4 weeks of failed contact attempts, a maximum of \$300 is to 	he trigger value is vendor expense rovider and Capier fee or any acctronic Clearing S with at least four fy us as soon as ount to meet a draw has been impose in your account e extent requires connected to the 2 weeks (process)	selected. There is and are encoura- ital Guardians ("Co- ount vendor exper- ystem User ID 54- rteen (14 days) no possible so that webit payment, insued or incurred by Co- t by an agreed timed by law and for the account and prossibles a week's reserved.	no interest payable on the aged to review expenses, the G"). Inses, you agree to pay CG 1218 the amount deemed putification writing to our emander can quickly resolve your efficient funds: (a) may be clog; and (c) require you to a se so that we can process the purposes of this agreement of the purposes of this agreement of the providers for final interest of the providers for final interest.	account in resp neir bank statem an amount equa payable. You mail address below query. harged a fee and arrange for the d ne debit paymer ent and facilitatin to the Residential invoices). If we	pect of monies deposited. Inent direct debits and all to the GST payable. If you believe that there all to the GST payable. If you believe that there all to the GST payable. If you believe that there all the payment to be made int. If your transactions. This If Facility named. If are unable to refund after
monies" fund. CG operates under AFSL 504332 and holds Professional Ir in these terms.		ce over monies he	eld. Four week's written no	tice must be giv	en if there is any change