

I/We authorise and request Margaret Street Administration Services Pty Ltd (Administrator), Debit User ID 509931 as the Administrator of Xplore Managed Accounts to arrange, through its own financial institution, a one-off direct debit as specified below, and/or a regular ongoing direct debit from the nominated account below and any future amounts which the Administrator of Xplore Managed Accounts is requested to direct debit. This debit charge will be made through the Bulk Electronic Clearing System (BECS) and will be subject to the terms and conditions of the Direct Debit Service Agreement.

APPLICANTS DETAILS

Account Number:

Account Name in full:

- | | |
|---|---|
| <input type="checkbox"/> One off Direct Debit | <input type="checkbox"/> Amendment to an existing Regular Contribution plan |
| <input type="checkbox"/> Create new DDA | <input type="checkbox"/> Cancel Contribution plan |
| <input type="checkbox"/> Update existing DDA | |

Contribution Amount

Would you like this amount to be processed

- Immediately
 Other
(specify Date)

OR Regular Contribution Plan Details

(Complete this section to set up a regular contribution into Xplore Managed Accounts)

Regular investment amount (minimum \$100 per month)

Starting from (dd/MM/yy)

Details of Account to be Debited (you cannot nominate an account in a different name)

Name of financial institution

Account name

BSB number Account number

By signing this declaration and providing a valid instruction under this DDR, I/we understand and agree to the terms and conditions governing the direct debit arrangements between me/us and the Administrator of Xplore Managed Accounts, as set out above.

Signature

Name

Date

Name

Date

Acknowledgement

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 XploreManaged Accounts as set out in this Request and in your Direct Debit Request Service Agreement.

Direct Debit Request Service Agreement

I/we acknowledge and agree to the following terms and conditions, which together form the Agreement for my/our direct debits to Margaret Street Administration Services Pty Ltd, ABN: 63 163 681 678:

- (a) Direct debit through BECS is not available on all accounts via all financial institutions and I/we acknowledge that I should speak to my/our financial institution if uncertain.
- (b) You should check: a) with your financial institution whether Direct Debiting is available from your account as Direct Debiting is not available 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.
- (c) I/we must ensure there are sufficient cleared funds in my/our nominated Account to honour the DDR. If three consecutive direct debit payments are dishonoured due to insufficient funds in my/our nominated Account then my/our participation in the Regular Contribution Plan service may be automatically cancelled and I/we may be notified that use of the service has been cancelled. I/WE agree to pay from my/our Account the cost of any dishonour costs.
- (d) I/we must allow five Business Days from the date of receipt by Xplore Managed Accounts for funds invested via direct debit to be cleared.
- (e) It is my/our responsibility to contact my/our financial institution if I am uncertain as to when the direct debit will be processed from my/our nominated Account. I/we acknowledge my/our nominated financial institution may, in its discretion—
 - a. decide the order of priority of payment pursuant to this DDR or any equivalent authority or mandate,
 - b. determine the timing of a direct debit where the due date for a direct debit does not fall on a Business Day, and
 - c. by notice in writing to you or me, terminate this DDR and future payments.
- (f) When the due date of the DDR does not fall on a Business Day the Administrator will send the DDR batch file to the financial institution on the next business day.
- (g) Details of this agreement and the timing of future direct debits from my/our nominated account to Xplore Managed Accounts may be varied by the Administrator from time to time, but only with at least 14 days' notice in writing to me/us
- (h) I/we can modify, defer or stop this DDR or the arrangements under the DDR by giving at least seven (7) days' notice in writing to the Administrator (to be provided in the format required by the Administrator from time to time). This will generally be processed within seven (7) days of receipt by the Administrator. Third parties authorised to transact on my/our Account may not set up or change this DDR on my/our behalf. All DDR stops or cancellations may be directed to the Administrator or my/our financial institution.
- (i) If I/we close my/our Account in Xplore Managed Accounts then all regular contributions via under this DDR will cease.
- (j) It is my/our responsibility to check my/our Account statement to verify that the amounts debited from my/our Account are correct. I/we must notify the Administrator of Xplore Managed Accounts and my/our financial institution immediately if I/we know or suspect any unauthorised direct debit
- (k) I/we acknowledge the Administrator may be required to reveal details of my/our DDR to the financial institution of Xplore Managed Accounts in the event of a claim or relating to an alleged incorrect or wrongful debit to my/our nominated Account. If I/we believe there has been an error in debiting my/our account, I/we will contact my/our financial institution and/or notify the Administrator in writing. Once investigations have taken place, it is established that the account has been incorrectly debited the Administrator will respond to your query by arranging for the financial institution to adjust your account (including any interest and charges) accordingly. The Administrator will notify you in writing of the amount by which your account will be adjusted. Alternatively, if as a result of the investigations it is discovered that your account has not been incorrectly debited the Administrator will respond to your query by providing you with reasons and any evidence for this finding.
- (l) I/we acknowledge that I/we may not have received the current product disclosure statement for a Managed Fund at the time an acquisition is made on my/our behalf for my/our Account under the contributions plan.
- (m) Notice under this DDR agreement may be provided electronically including by email or by ordinary post and is deemed to have been received on the third (3rd) banking day after emailing or posting. If I/we wish to notify the Administrator in writing about anything to this DDR Agreement, I/we should write to the Administrator at PO Box 482 Collins Street West Post Office VIC 3000 or by email to support@xplorewealth.com.au.
- (n) 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.
We will only disclose information that we have about You:
 - (i) to the extent specifically required by law; or
 - (ii) for the purposes of this agreement (including disclosing information in connection with any query or claim).