

# Instructor Order Form

## ***AUTOSHIP ONLY***

Date:

Instructor Name:

Phone Number

Address

City  State  Post Code

Club / Gym:

Body Training Solutions Australia  
 20 Colbee Court  
 Phillip ACT 2606  
 Australia

P: 02 6281 7520

F: 02 6281 7526

www.bodytrainingsolutions.com.au

### Program

### Autoship Start Release

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

### Autoship Payment Scheme

- 1 Kit \$8.38/fortnight (\$54.50)
- 2 Kits \$15.08/fortnight (\$98.00)
- 3 Kits \$21.77/fortnight (\$141.50)
- 4 Kits \$28.46/fortnight (\$185.00)
- 5 Kits \$35.15/fortnight (\$228.50)
- 6 Kits \$41.85/fortnight (\$272.00)
- 7 Kits \$48.54/fortnight (\$315.50)
- 8 Kits \$55.23/fortnight (\$359.00)

### **Important Note:**

It is the responsibility of the instructor to update any changes to contact or billing details

***I have read and understand the Direct Debit Service Agreement.***

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

CD / DVD Kits purchased on Autoship are \$43.50  
 \$11 postage and handling is included in the Payment Scheme Price.

### OFFICE USE ONLY

Date Received: <input type="text"/>	Fortnightly Cost: <input type="text"/>
First DD Date: <input type="text"/>	Total Cost/Quarter: <input type="text"/>
Email Confirmation Sent <input type="checkbox"/>	



# Direct Debit Request Instructor - AUTOSHIP

Request and Authority to debit the account named below to pay  
Body Training Solutions®

<b>Request and Authority to debit</b>	<p>Your Surname or company name _____</p> <p>Your Given names or ABN/ARBN _____ "you"</p> <p>request and authorise <b>Body Training Solutions®</b> [User ID: 334214] to arrange, through its own financial institution, a debit to your nominated account any amount Body Training Solutions® has deemed payable by <i>you</i>.</p> <p>This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from <i>your</i> 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.</p>
<b>Insert the name and address of financial institution at which account is held</b>	<p><b>Financial institution name</b> _____</p> <p><b>Address</b> _____</p> <p>_____</p>
<b>Insert details of account to be debited</b>	<p><b>Name of account</b> _____</p> <p><b>BSB number</b>  _ _ _ _  -  _ _ _ _ </p> <p><b>Account number</b>  _ _ _ _ _ _ _ _ _ _ _ _ _ _ </p> <p>OR</p> <p><input type="checkbox"/> VISA   <input type="checkbox"/> MASTERCARD   <input type="checkbox"/> AMEX   <input type="checkbox"/> DINERS</p> <p> _ _ _ _  /  _ _ _ _ _  /  _ _ _ _ _  /  _ _ _ _ _       Expiry Date:  _ _  /  _ _ </p>
<b>Acknowledgment</b>	<p>By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and <b>Body Training Solutions®</b> as set out in this Request and in your Direct Debit Request Service Agreement.</p>
<b>Payment Details</b>	<p>The first debit amount of \$ _ _ . _ _ will be made on _ / _ / 20 _ _ then the regular amount of \$ _ _ . _ _ will be debited at fortnightly intervals starting on _ / _ / 20 _ _ .</p>
<b>Insert your signature and address</b>	<p><b>Signature</b> _____</p> <p>(If signing for a company, sign and print full name and capacity for signing eg. director)</p> <p><b>Address</b> _____</p> <p>_____</p> <p><b>Date</b>      ___ / ___ / ___</p>



# Direct Debit Request Service Agreement

The following is your Direct Debit Service Agreement with **Body Training Solutions®**, [ABN 21 892 887 489]. The agreement is designed to explain 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.

We recommend you keep this agreement in a safe place for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR form.

<p><b>Definitions</b></p>	<p><b>account</b> means the account held at <i>your financial institution</i> from which we are authorised to arrange for funds to be debited.</p> <p><b>agreement</b> means this Direct Debit Request Service Agreement between <i>you</i> and <i>us</i>.</p> <p><b>banking day</b> means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.</p> <p><b>debit day</b> means the day that payment by <i>you</i> to <i>us</i> is due.</p> <p><b>debit payment</b> means a particular transaction where a debit is made.</p> <p><b>direct debit request</b> means the Direct Debit Request between <i>us</i> and <i>you</i>.</p> <p><b>us</b> or <b>we</b> means <i>Body Training Solutions®</i>, (the Debit User) <i>you</i> have authorised by signing a <i>Direct Debit Request</i>.</p> <p><b>you</b> means the customer who has signed or authorised by other means the <i>Direct Debit Request</i>.</p> <p><b>your financial institution</b> means the financial institution nominated by <i>you</i> on the DDR at which the <i>account</i> is maintained.</p>
<p><b>1. Debiting your account</b></p>	<p>1.1 By signing a <i>Direct Debit Request</i> or by providing <i>us</i> with a valid instruction, <i>you</i> have authorised <i>us</i> to arrange for funds to be debited from <i>your account</i>. <i>You</i> should refer to the <i>Direct Debit Request</i> and this <i>agreement</i> for the terms of the arrangement between <i>us</i> and <i>you</i>.</p> <p>1.2 We will only arrange for funds to be debited from <i>your account</i> as authorised in the <i>Direct Debit Request</i>.</p> <p>1.3 If the <i>debit day</i> falls on a day that is not a <i>banking day</i>, we may direct <i>your financial institution</i> to debit <i>your account</i> on the following <i>banking day</i>. If <i>you</i> are unsure about which day <i>your account</i> has or will be debited <i>you</i> should ask <i>your financial institution</i>.</p>
<p><b>2. Amendments by us</b></p>	<p>2.1 We may vary any details of this <i>agreement</i> or a <i>Direct Debit Request</i> at any time by giving <i>you</i> at least fourteen (14) days written notice.</p>
<p><b>3. Amendments by you</b></p>	<p>3.1 <i>You</i> may change, stop or defer a debit payment, or terminate this agreement by providing <i>us</i> with at least fourteen (14) days notification by writing to:</p> <p><b>Body Training Solutions®, 20 Colbee Court, Phillip, ACT, 2606</b></p> <p><b>or</b></p> <p>arranging it through your own financial institution.</p>
<p><b>4. Your obligations</b></p>	<p>4.1 It is <i>your</i> responsibility to ensure that there are sufficient clear funds available in <i>your account</i> to allow a <i>debit payment</i> to be made in accordance with the <i>Direct Debit Request</i>.</p> <p>4.2 If there are insufficient clear funds in <i>your account</i> to meet a <i>debit payment</i>:</p> <ul style="list-style-type: none"> <li>(a) <i>you</i> may be charged a fee and/or interest by <i>your financial institution</i>;</li> <li>(b) <i>you</i> will also incur fees or charges imposed or incurred by <i>us</i>; and</li> <li>(c) <i>you</i> must arrange for the <i>debit payment</i> to be made by another method or arrange for sufficient clear funds to be in <i>your account</i> by an agreed time so that we can process the <i>debit payment</i>.</li> </ul> <p>4.3 <i>You</i> should check <i>your account</i> statement to verify that the amounts debited from <i>your account</i> are correct</p> <p>4.4 If <b>Body Training Solutions®</b> is liable to pay goods and services tax ("GST") on a supply made in connection with this <i>agreement</i>, then <i>you</i> agree to <b>Body Training Solutions®</b> on demand an amount equal to the consideration payable for the supply multiplied by the prevailing GST rate.</p>

<p><b>5 Dispute</b></p>	<p>5.1 If you believe that there has been an error in debiting <i>your account</i>, you should notify us directly on <b>(02) 6281 7520</b> 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 with your financial institution direct.</p> <p>5.2 If we conclude as a result of our investigations that <i>your account</i> has been incorrectly debited we will respond to <i>your query</i> by arranging for <i>your financial institution</i> to adjust <i>your account</i> (including interest and charges) accordingly. We will also notify you in writing of the amount by which <i>your account</i> has been adjusted.</p> <p>5.3 If we conclude as a result of our investigations that <i>your account</i> has not been incorrectly debited we will respond to <i>your query</i> by providing you with reasons and any evidence for this finding in writing.</p>
<p><b>6. Accounts</b></p>	<p>You should check:</p> <ul style="list-style-type: none"> <li>(a) with <i>your financial institution</i> whether direct debiting is available from <i>your account</i> as direct debiting is not available on all accounts offered by financial institutions.</li> <li>(b) <i>your account</i> details which you have provided to us are correct by checking them against a recent <i>account</i> statement; and</li> <li>(c) with <i>your financial institution</i> before completing the <i>Direct Debit Request</i> if you have any queries about how to complete the <i>Direct Debit Request</i>.</li> </ul>
<p><b>7. Confidentiality</b></p>	<p>7.1 We will keep any information (including <i>your account</i> details) in <i>your Direct Debit Request</i> 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.</p> <p>7.2 We will only disclose information that we have about you:</p> <ul style="list-style-type: none"> <li>(a) to the extent specifically required by law; or</li> <li>(b) for the purposes of this <i>agreement</i> (including disclosing information in connection with any query or claim).</li> </ul>
<p><b>8. Notice</b></p>	<p>8.1 If you wish to notify us in writing about anything relating to this <i>agreement</i>, you should write to</p> <p style="text-align: center;"><b>Body Training Solutions®, 20 Colbee Court, Phillip, ACT, 2606</b></p> <p>8.2 We will notify you by sending a notice in the ordinary post to the address you have given us in the <i>Direct Debit Request</i>.</p> <p>8.3 Any notice will be deemed to have been received on the third <i>banking</i> day after posting.</p>

**Comments Section (where applicable)**