

**DATABANK DIRECT DEBIT AUTHORIZATION FORM**
 New instruction       Amendment

**SECTION 1: PERSONAL DETAILS**

Title: \_\_\_\_\_ First name: \_\_\_\_\_ Surname: \_\_\_\_\_

Postal address: \_\_\_\_\_

Email: \_\_\_\_\_ Tel: \_\_\_\_\_

 Databank account number: 

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**SECTION 2: INVESTMENT INSTRUCTIONS (please select only one fund per sheet)**

<b>Fund name</b> <input type="checkbox"/> Databank Money Market Fund (MFUND) <input type="checkbox"/> Databank EPACK Investment Fund (EPACK) <input type="checkbox"/> Databank Balanced Fund (BFUND) <input type="checkbox"/> Databank Ark Fund (ArkFund) <input type="checkbox"/> Databank Educational Investment Fund (EdIFund), Tier 1 <input type="checkbox"/> Databank Educational Investment Fund (EdIFund), Tier 2 <input type="checkbox"/> Databank Asset Management Services Ltd. (DAMSEL)	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #c8e6c9;">Amount (GHC)</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr style="background-color: #c8e6c9;"><td style="text-align: center;">Transaction Charge 3.00</td></tr> <tr style="background-color: #c8e6c9;"><td style="text-align: center;">Total Amount</td></tr> </tbody> </table>	Amount (GHC)									Transaction Charge 3.00	Total Amount	<b>Amount in words</b> _____ _____ _____ _____
Amount (GHC)													
Transaction Charge 3.00													
Total Amount													

**SECTION 3: DIRECT DEBIT INSTRUCTIONS & BANK DETAILS**

 Date of first transaction: (Month) \_\_\_\_\_ (Day)  4th     15th     25th     30th    (Year) \_\_\_\_\_

 Frequency of deductions:  Monthly     Quarterly    End date of deduction:  Indefinitely     Until \_\_\_/\_\_\_/\_\_\_

Name of bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Name on bank account: \_\_\_\_\_

 Account type:     Current     Savings     Other (Please indicate) \_\_\_\_\_

 Account no.: 

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      Sort code: 

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*If the selected date falls on a holiday or weekend, your account will be debited on the next business day.*
**SECTION 4: TERMS AND CONDITIONS**

I/we the undersigned hereby authorize the bank to deduct my/our periodic contributions for the benefit of my/our Databank mutual fund account as indicated above, subject to the terms and conditions provided below. The above mutual fund and Databank Group are hereby indemnified against any claim or liability that may arise, but is not limited to my/our providing the wrong bank details, personal Databank account number, or any other error in my/our instructions in respect of which Databank acts in implementing my/our direct debit authorization. The efficiency of the direct debit scheme is monitored and protected by all parties involved. If an error is made by any of the parties involved, the client is guaranteed a full and immediate refund to own bank account by the originator of the error. The client can cancel this mandate at any time by writing to Databank **at least one month** before the date of the next deduction. The fee for this transaction is subject to change – 30 days' notice will be provided to clients. This direct debit mandate supersedes all previous standing orders to Databank. Where there are insufficient funds in the client's bank account to honour the client's obligations under the direct debit mandate, the client's Databank mutual fund account will be debited GHC 5.00 for such failure accordingly.

	/ /		/ /	
Client signature	Date	Client signature (for joint account holders)	Date	

**SECTION 5: OFFICIAL USE ONLY**

	Name	Signature	Branch	Date
Direct debit signup:	_____	_____	_____	_____
Direct debit review:	_____	_____	_____	_____