



# malachite digital CC

2010/027113/23

P.O. Box 751  
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1035  
South Africa  
t: +27 (0)13 656 0738  
f: +27 (0)13 656 2943  
e: [info@malachitedigital.com](mailto:info@malachitedigital.com)  
w: [www.malachitedigital.com](http://www.malachitedigital.com)

## Debit Order Facilities

Dear Valued Customer,

We would like to once again take this opportunity to thank you for choosing Malachite Digital CC to deploy your online presence and for your ongoing support.

In view of the regular, small invoice amounts charged for our services, a number of our clients have recently enquired about simplifying their regular payments through the use of direct debits or direct debit order facilities thus ensuring their monthly website hosting, database rental and annual domain registrations are paid timeously.

To this end, we are pleased to inform that we have partnered with Netcash, a subsidiary of Softline Pastel Accounting, and a member of London Stock Exchange listed Sage Group PLC, to offer our clients a safe, secure and hassle free payment method.

We have thus attached herewith a debit order mandate form should you wish to take advantage of this simplified method of payment. Please complete the form and simply scan and e-mail this back to us or fax to 013 656 2943 or 086 541 4360 in the case of a power failure.

Our no penalty, 60 day notification of cancellation policy applying to your Web agreement with Malachite Digital CC remains unchanged and will be extended to include any subsequent debit order mandates that might be in force at the time.

Additionally, Malachite Digital CC will continue to provide monthly invoices and statements as usual, enabling clients to easily track their account activity.

Debit orders will be processed in arrears on the last day of the month for which services were rendered.

Please feel free to contact us should you have any questions or require any additional information.

Kind regards,

Sales department

### Malachite Digital CC

P.O. Box 751 | Witbank | 1035 | South Africa

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## BANK DEBIT ORDER INSTRUCTION AUTHORITY

Name (Debtor) : \_\_\_\_\_

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

Address : \_\_\_\_\_

Contract No. : \_\_\_\_\_

Debit Amount (Monthly hosting): \_\_\_\_\_

Debit Amount (Annually): \_\_\_\_\_

Contact No : \_\_\_\_\_

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

Dear Sir/Madam,

The details of my/our account are as follows:

BANK : \_\_\_\_\_

BRANCH TOWN : \_\_\_\_\_

BRANCH NO. : \_\_\_\_\_

ACCOUNT NAME : \_\_\_\_\_

ACCOUNT NO. : \_\_\_\_\_

TYPE OF A/C : \_\_\_\_\_

(savings, current, transmission)

Please initial or sign this page here:

This signed Authority and Mandate refers to our contract as dated as on signature hereof ("the Agreement"). I / We hereby authorise you to issue and deliver payment instructions to the bank for collection against my / our abovementioned account at my / our above mentioned bank (or any other bank or branch to which I / We may transfer my / our account) on condition that the sum of such payment instructions will never exceed my / our obligations as agreed to in the Agreement, and commencing on the commencement date and continuing until this Authority and Mandate is terminated by me / us by giving you notice in writing of no less than 60 days, and sent by prepaid registered post or delivered to your address indicated above.

The individual payment instructions so authorised to be issued must be issued and delivered as follows

[DELETE THAT WHICH IS NOT APPLICABLE]:

- i. On the 30<sup>th</sup> day ("payment day") of each and every month commencing on \_\_\_\_\_. In the event that the payment day falls on a Saturday, Sunday or recognized South African public holiday, the payment day will automatically be the very next ordinary business day. Further, if there are insufficient funds in the nominated account to meet the obligation, you are entitled to track my account and re-present the instruction for payment as soon as sufficient funds are available in my account;
- ii. Monthly; on or after the dates when the obligation in terms of the Agreement is due and the amount of each individual payment instruction may not be more or less than the obligation due.

I / We understand that the withdrawals hereby authorised will be processed through a computerized system provided by the South African Banks and I also understand that details of each withdrawal will be printed on my bank statement. Each transaction will contain a number, which must be included in the said payment instruction and if provided to you should enable you to identify the Agreement. A payment reference is added to this form before the issuing of any payment instruction. I / We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

#### **MANDATE**

I / We acknowledge that all payment instructions issued by you shall be treated by my/our above mentioned bank as if the instructions had been issued by me/us personally.

#### **CANCELLATION**

I / We agree that although this Authority and Mandate may be cancelled by me / us, such cancellation will not cancel the Agreement. I / We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

#### **ASSIGNMENT**

I / We acknowledge that this Authority and Mandate has been ceded to Netcash (Pty) Ltd as per Malachite Digital CC.'s agreement with Netcash (Pty) Ltd, but in the absence of such assignment of the Agreement, this Authority and Mandate will be null and void.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

SIGNATURE AS USED FOR SIGNING CHEQUES OR CREDIT CARD VOUCHERS

Assisted by:

FOR OFFICE USE ONLY:

AGREEMENT REFERENCE NUMBER

This Agreement reference number is: \_\_\_\_\_

Payments will be processed by Netcash (Pty) Limited, a subsidiary company of Softline Pastel (Pty) Limited and member of the Sage Group plc.

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