

Complete this form to provide maturity instructions for a DDF Term Investment. Email the completed form and any supporting documents to [sandhurst@catholicdevelopmentfund.org.au](mailto:sandhurst@catholicdevelopmentfund.org.au)

## Section 1 – Account Holder and Investment Details

Organisation Name

DDF Client Number

### Contact Person for this request

Name

Contact Number

Email

## Section 2 – Investment Details

Investment Number

Maturity Date (dd/mm/yyyy)

Principal Amount

## Section 3 – Maturity Instructions

Please **select one** of the following options. You can provide your nominated account details in Section 4.

<input type="checkbox"/> <b>Reinvest principal and interest</b>	for	<input type="text"/> months at the applicable interest rate at maturity.
<input type="checkbox"/> <b>Reinvest principal</b>	for	<input type="text"/> months at the applicable interest rate at maturity and credit interest to my nominated account.
<input type="checkbox"/> <b>Add funds from my DDF Account and reinvest</b>	Debit from my DDF account  and reinvest this sum along with the current principal and interest  for	<input type="text" value="\$"/> <input type="text"/>  <input type="text"/> months at the applicable interest rate at maturity.
<input type="checkbox"/> <b>I will add funds from my external account and reinvest</b>	Add  to my investment and reinvest this sum along with the current principal and interest  for	<input type="text" value="\$"/>  <input type="text"/> months at the applicable interest rate at maturity.  I/we confirm these funds have been credited to DDF's account at National Australia Bank, BSB 083543, Acc 515697601  Lodgment reference <input type="text"/>
<input type="checkbox"/> <b>Redeem principal and interest</b>	Redeem  (a portion of the principal) and interest from this investment and credit the funds to my nominated account, reinvest the remaining principal  for	<input type="text" value="\$"/>  <input type="text"/> months at the applicable interest rate at maturity.
<input type="checkbox"/> <b>Close my investment</b>	Credit the principal and interest to my nominated account.	
<input type="checkbox"/> <b>Other</b>	Please provide details	<input type="text"/>

## Section 4 – Nominated Account Details

Please provide details of an account DDF can direct debit or direct credit funds related to your DDF Term Investment.

- The account must be held in the name of the account holder referenced in Section 1
- The account must be able to accept direct credits and direct debits.
- Non-DDF accounts must be held with an Australian authorised deposit-taking institution (ADI).
- When adding additional funds to your investment, funds must be available for direct debit at the time of maturity. If DDF is unable to process your request due to insufficient or unavailable funds, we will contact you to take further instructions.

<input type="checkbox"/>	<b>DDF Account</b>	Account Name	<input type="text"/>
		Account Number	<input type="text"/>

<input type="checkbox"/>	<b>External Account</b>	Name of Financial Institution	<input type="text"/>
		Account Name	<input type="text"/>
		BSB	<input type="text"/>
		Account Number	<input type="text"/>

*If details of this account have not previously been provided to DDF, please enclose a Bank Statement header, which confirms the Account Name, BSB/Account Number and the name of your bank or financial institution.*

## Section 5 – Acceptance and Authorisation

By signing this document, I/we confirm and acknowledge the following:

- I/we am authorised to act on behalf of the organisation named in section 1 of this document
- The investment term will begin once DDF receives cleared funds from your nominated account, which may not be the date you submit your application. The maturity date is calculated from this commencement date based on the term length selected during the application.
- I/we acknowledge that all signatories must be fully identified in accordance with the requirements of DDF and will be required to complete electronic verification of identity
- I/we agree to comply with the terms and conditions for all accounts held with DDF
- I/we acknowledge the DDF privacy policy – available on the DDF website [www.ddfsandhurst.au/forms](http://www.ddfsandhurst.au/forms)
- I/we acknowledge the DDF disclosure statement – available on the DDF website [www.ddfsandhurst.au/forms](http://www.ddfsandhurst.au/forms)
- I/we acknowledge the DDF Direct Debit Request Service Agreement – available on the DDF website [www.ddfsandhurst.au/forms](http://www.ddfsandhurst.au/forms)

### Signatory 1

Full Name

Date (dd/mm/yyyy)

Signature

### Signatory 2

Full Name

Date (dd/mm/yyyy)

Signature