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 ABN 14 928 237 273

## **AUTHORITY TO ACT AS AN AGENT**

COMPANY/BUSINESS NAME.....  
 ACN/ABN REGISTRATION NUMBER.....  
 POSTAL ADDRESS.....  
 .....  
 REGISTERED ADDRESS.....  
 .....  
 CONTACT.....SECOND CONTACT.....  
 WORK PHONE.....MOBILE.....  
 EMAIL.....FAX.....

### **TERMS AND CONDITIONS**

1. We the Client hereby appoint and authorise Countrywide Collections to provide the following services: to act on our behalf to contact our debtors, by letter, facsimile, email, phone calls, sms text messages and if necessary field calls.
2. We the Client irrevocably authorise Countrywide Collections to receive, endorse and bank any money that Countrywide Collections receives on our behalf into their appropriate trust account, and to deduct their commission and other authorised charges for which we are liable.
3. We the Client agree not to contact the Debtor once collection action has commenced or send any further statements. Any contact, negotiation, payment or settlement with the Debtor must be immediately reported to Countrywide Collections, updating their file with current information.
4. We the Client agree to pay the listed commission to Countrywide Collections should the referred debt be paid directly to the Client, be withdrawn, or otherwise finalized in any other manner.
5. We the Client agree to pay our account in full within 14 days of issue. Should the account remain unpaid after our terms have expired we agree to pay any costs associated with the collection of this account and an interest rate as determined by the Penalties Interest Act of 1983.
6. Countrywide Collections reserves the right to refuse to accept or to continue acting on an account or accounts offered by you for collection without giving you any reason. We reserve the right to terminate this Agreement upon seven (7) days written notice to you with or without reason.
7. Countrywide Collections will not charge you for file fees, membership fees, stationery and postage, landline and mobile telephone expenses, bank and merchant fees and data bank searches, skip tracing, and field calls. However Countrywide Collections reserves the right at any time to increase its charges and commission to reflect any increase in the cost of debt recovery. Countrywide Collections reserves the right to charge for Property Searches, Business Searches, Legal Fees, Court Costs, and Preparation of Legal Documents.
8. Countrywide Collections is authorized and entitled to undertake all necessary enquiries, investigations and assessments to ensure the accuracy of the information provided by you and further, that such information, as verified, may be used by us, and any authorised agent, employee or subcontractor engaged by us, for the purpose of reviewing, vetting, monitoring and in the operation of the recovery of any outstanding account balance.
9. That any advise, recommendation, information, assistance or service provided by Countrywide Collections is given to you in good faith and we believe it to be appropriate and reliable, but we provide it without liability or responsibility on our behalf. You acknowledge and agree that you have not relied on our skill or judgment and that you have had the opportunity to seek your own independent legal advice.
10. Countrywide Collections is indemnified by the Client, and shall remain so indemnified, from all damages, actions, claims or demands which may be sustained or directed against Countrywide Collections by any person/s or organisation for any loss, damage or injury of any kind what-so-ever which any such person/s or organisation may sustain or purport to have sustained as a result of any actions taken by Countrywide Collections, upon the Client's instructions and on the Client's behalf.

### **RATES OF COMMISSION**

*Commission is calculated on total of debt and is due monthly as payments are received. (Excludes GST)*

\$ 50 - \$150	30%	\$4,000 - \$9,000	15%
\$150 - \$300	25%	\$9,000 - \$18,000	12.5%
\$300 - \$4,000	20%	\$18,000 +	10%

This signed Authority represents the acknowledgement of the Client's acceptance of these Terms & Conditions and Rates of Commission.

NAME	DATE
SIGNED	TITLE HELD