

Please fill in sections 1, 2, 4 and 6–12 and **take this mandate to your bank**. If you select the 17th as the due date, please inform SATO's Rent Monitoring department by phone or email.

1. Lessor company		2. Service code	
3. Invoicer's contact person and phone number <b>SATO, RENT MONITORING, PHONE 0201 34 4000</b>			
4. Invoicee's name and address in full		5. Payment reason <b>RENT</b>	
		6. Invoicee identification (reference number)	
7. Due date <input type="checkbox"/> 2nd of the month <input type="checkbox"/> 17th of the month			
<p>I AUTHORISE THE INVOICER TO DEBIT MY ACCOUNT BELOW WITH THE INVOICE SPECIFIED IN THIS MANDATE. I ACCEPT MY BANK'S TERMS GOVERNING THE DIRECT DEBIT AND UNDERTAKE TO COMPLY WITH THEM.</p>			
8. Name of your bank		9. Your account number	10. Your daytime phone number
11. Date and place		12. Your signature and name in print	

## GENERAL TERMS AND CONDITIONS OF DIRECT DEBIT

1. The Payer authorises the Invoicer to debit invoices addressed to the Payer on the due dates directly from the Payer's bank account specified in the mandate.
2. The Bank provides the Invoicer with the Payer's banking details required for Direct Debit and with all other details specified in the mandate. These details are provided to the Invoicer via the Bank. The Direct Debit arrangement will take effect as soon as the Payer has been notified of it by the Invoicer.
3. The Invoicer will notify the Payer in advance of invoices debited as Direct Debit no later than eight days before the due date. Upon separate agreement between the Payer and the Invoicer, the advance notification may be replaced by, for instance, an annual notification.
4. If the Payer has objections concerning the advance notification, they must contact the Invoicer. The Invoicer is responsible for ensuring that the advance notification is consistent with the Direct Debit payment made. The Payer may cancel an individual Direct Debit payment or change the amount of an individual payment during banking hours before the due date.
5. The Bank will not provide receipts for the payments. Payments made can be seen on the account statement or other transaction itemisation.
6. It is the Payer's responsibility to make sure that there are sufficient funds in the account for the payments no later than the banking day preceding the payment date. The Bank undertakes to debit the amount on the due date specified by the Invoicer only if there are sufficient funds in the account. If the funds necessary for the payment of the invoice are not available in the Payer's account on the due date, the Bank has the right to debit the amount within three banking days following the due date, provided that there are the necessary funds in the account. If the funds necessary for the payment of the invoice are not available in the Payer's account on the due date, the Bank has the right to inform the Invoicer that the amount could not be debited due to lack of funds.
7. The Bank has the right to amend its service tariff. The Bank shall notify of any changes to the service tariff at its branches.
8. The Payer has the right to terminate this mandate by providing five banking days' notice in writing to the Bank. The Bank has the right to terminate this mandate by providing one month's notice in writing to the Payer.
9. The Bank is not liable to compensate for any loss or damage caused by unreasonable hindrance to the Bank's operations caused by force majeure or other corresponding reason. Such events releasing the Bank from liability may include government measure, war or threat of war, riot or rebellion, or disturbance of postal traffic, automated data processing, data transfer, other electronic communications or access to electricity beyond the Bank's control, discontinuation of or delay in the operations of a party caused by a fire or other accident, or industrial action such as strike, lockout, boycott or blockade regardless of whether it directed at the Bank. If a force majeure prevents the Bank from performing the Direct Debit, the Payer shall not be liable for loss or damage suffered by the Invoicer from this.