

**Any questions?**  
Please call us

 **1300 880 750**

## Service Agreement

**Mail: Reply Paid 5380, Sydney NSW 2001**

**Email: [Customerservice@insuranceline.com.au](mailto:Customerservice@insuranceline.com.au)**

This Agreement is issued by TAL Life Limited (TAL), to enable you to understand your rights and responsibilities when making premium payments by direct debit. It allows TAL to debit your nominated account to meet the premiums for your policy. Please keep this Agreement in a safe place for future reference.

TAL sends the request to debit your account to your nominated financial institution on the day you have specified. This debit will appear as 'Insuranceline' on bank or credit card statements. It may take your financial institution 1–3 business days to process this request and physically withdraw the funds from your account. Please ensure that you leave funds in your account until the deduction has cleared to avoid incurring a dishonour charge from your financial institution.

### How to make changes

Please contact us on the details at the top of this form and allow at least two business days notice before your next premium due date for either:

- altering any of your direct debit or financial institution details; or
- delaying, stopping or suspending any debits, or cancelling the Agreement completely. If you do any of these, you will need to make alternative arrangements for future premiums to continue your policy. Alternatively, you may request a stop or cancellation by contacting your financial institution. If you do this you may incur a fee from your financial institution.

### Our commitment to you

We will ensure that we:

- will give you at least 14 days written notice if there are any changes to the terms of this Agreement; and
- will keep all information relating to your nominated financial institution account confidential, except where required for the purposes of conducting direct debits with your financial institution, in the event of a claim or relating to an alleged incorrect or wrongful debit, or where specifically required by the law.

### Your commitment to us

Please ensure that:

- you check your account details against a recent bank statement;
- the account you have nominated can accept direct debits through the Bulk Electronic Clearing System (BECS). Please be aware that not all accounts allow direct debits through BECS. If you are unsure please check with your financial institution before completing your direct debit request;
- all account holders for this nominated account agree to this Agreement; and
- there are sufficient funds available in the nominated account, on the due dates, to cover the premiums. If there are insufficient funds in your account, you may incur dishonour fees from your financial institution and your policy may be at risk of cancellation if your premium is not paid by the due date. Dishonour fees will not be charged by TAL if direct debits are returned.

If a premium due date falls on a weekend or a public holiday, we will automatically debit the payment on the next business day.

If you are unsure about which day your account has or will be debited, you should ask your financial institution. If you want to change or cancel this agreement, or dispute a debit, please contact our Customer Care team on **1300 880 750**. In the unlikely event of a complaint not being resolved satisfactorily, you can address a formal complaint to Insuranceline, Reply Paid 5380, Sydney NSW 2001. Alternatively you can contact your financial institution for assistance.

This Service Agreement is administered by Insuranceline on behalf of the product issuer, TAL Life Limited.

The ways in which Insuranceline and Hallmark General Insurance collect, use, disclose and secure your personal information are set out in their respective Privacy Policies at [www.insuranceline.com.au/Privacy-Policy](http://www.insuranceline.com.au/Privacy-Policy) and [www.hallmarkinsurance.com.au](http://www.hallmarkinsurance.com.au), which are available free of charge on request.

Products are issued by TAL Life Limited ABN 70 050 109 450 AFSL 237848 and, for Involuntary Unemployment Cover, Hallmark General Insurance Company Ltd ABN 82 008 477 647 AFSL 243478 (the insurers). TAL Direct Pty Limited ABN 39 084 666 017 AFSL 243260 (TAL Direct) has been authorised under an arrangement with the insurers to enter into, vary or cancel insurance cover on behalf of the insurers as if it were the insurers. Insuranceline is a trading name of TAL Direct.