



DDACC MANDATE FORM (FORM DD8)

SERIAL NUMBER

The Public Service Micro Finance Company is pleased to offer you the direct debit service (DDACC) as an alternate and convenient channel for remitting your Loan Repayment. The DDACC service is available to any client who has a Kwacha Current/Savings Account with a Commercial Bank that participates in the DDACC system. The Bank Account that you will have designated for this purpose shall be debited with your total monthly contribution within 48 hours of your Release of the transaction on the PSMFC Loan Management System. In this regard, it is important that you always maintain sufficient funds in your account to avoid a penalty for any dishonoured DDACC debit due to insufficient funds in the account. Should you wish to change the agreed DDACC amount, please advise PSMFC to effect your decision in writing.

NOTE: Please complete the entire form using ball point pen in bold letters and send it to the PSMFC offices located at ERB Building off Alick Nkhata Road, Lusaka.

Client Name:

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PSMFC Account number (PSMFC Product Bank Account no.)

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Telephone Contact: +260 211 372450 or 096 7 974461

Postal address / Physical address: **ERB Building Off Alick Nkhata Road, Plot 9330, P.O Box 50857, Lusaka.**

Email Address: credit@psmfc.co.zm

DDACC MANDATE INSTRUCTION (Instruction to your bank to pay by direct debit mandate)

- Access Bank Banc ABC Bank of China Barclays BOZ Cavmont Citibank Ecobank
- Finance/Atlas Mara First Alliance First Capital FNB Indo Zambia ZICB Investrust
- Stanchart Stanbic UBA Zanaco

To: The Manager (Bank Name):.....

Branch name:.....

Address of the Bank:.....

Bank Sort Code																			
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Bank Account Number (13 digits maximum)																			
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Account Name:.....

Please attach evidence of the correct identity of your bank account e.g. photocopy of a cheque leaf or any other document showing name of account holder, account number, name of bank and name of branch of the bank.

Amount to be debited	K
Amount to be debited subject to maximum of	K
Amount payment cycle (M=Monthly)	M

By signing this form, you are giving authority to your Bank to debit your account and pay your monthly loan deductions through Zanaco within 48 hours of your release of the transaction on the eCollection System.

I/We authorize **Zanaco** to recover from my/our bank account any bank charge incurred by **myself/ourselves** arising from any unpaid DDACC due to insufficient funds in any month.

Authorized Signature

Signature 1..... Date :.....

Signature 2..... Date :.....

Contact Person :.....

Sponsoring Bank – Zanaco

The Direct Debit Guarantee

- This Guarantee is offered by all banks that take part in the DDACC system. The efficiency and security of the Direct Debit is monitored and protected by your own Bank.
- If the amounts to be paid or the payment dates change will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by PSMFC or your bank, you are guaranteed a full refund from your branch or PSMFC of the amount paid within 7 working days.
- You can cancel a Direct Debit at any time by writing to PSMFC. Please send a copy of your letter to your bank.