



Instruction to your bank or building society to pay Direct Debits

Originator's identification number

9 1 4 4 6 0

Please fill in this form and send it to:

The Membership Department, RSCM, 19 The Close, Salisbury SP1 2EB

1. Name and full postal address of your Bank or Building Society branch

To: The Manager (Bank or building society name)

Bank or Building Society address:

Postcode:

2. Name(s) of account holder(s):

3. Branch sort code: - -

4. Bank or Building Society account number:

5. RSCM reference (to be completed by RSCM staff):

6. Instruction to your bank or building society. Please pay the RSCM direct debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee.

Signature(s):

Date:

Banks and building societies may not accept direct debit instructions for some types of account.



The Direct Debit Guarantee *(this guarantee should be detached and retained by payer)*



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit the RSCM will notify you normally 10 working days in advance of your account being debited or as otherwise agreed. If you request the RSCM to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit by the RSCM or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society
- If you receive a refund you are not entitled to, you must pay it back when the RSCM asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.