

INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

Please fill in the whole form and send it to: The Membership Secretary,
The Highgate Society, 10a South Grove, Highgate, London N6 6BS

Name and full postal address of your Bank or Building Society

To: The Manager _____
 _____ Bank or Building Society

Address _____

 _____ Postcode _____

Name(s) of Account Holder(s)

Branch Sort Code (From the top right hand corner of your cheque)

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Bank or Building Society Account Number

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Originators Identification Number

Reference No: for Highgate Society Use:

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Instruction to your Bank or Building Society:

Please Pay the Highgate Society Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee.

Signature _____
 Date _____

Banks and Building Societies may not accept Direct Debit instructions for some types of account

This guarantee should be detached and retained by the Payer

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amount to be paid or the payment dates change, The Highgate Society will notify you by at least 14 days in advance of your account being debited or as otherwise agreed.
- If an error is made by The Highgate Society or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.