



DIRECT DEBIT FORM

Instructions to your Bank or Building Society
to pay by Direct Debit



Please complete using ball point pen and send to:

The British Sociological Association
Bailey Suite, Palatine House
Belmont Business Park
Belmont, DURHAM
DH1 1TW

NOTE: Direct Debit instructions cannot be accepted by fax.

Originator's Identification Number

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| FOR BSA OFFICIAL USE ONLY | | | | | | | | | |
| This is not part of the instruction to your Bank or Building Society | | | | | | | | | |
| Initial annual debit sum | | | | | | | | £ | |
| Reference Number | | | | | | | | | |
| B | S | A | | | | | | | |

Name(s) of Account Holders (s)

Bank/Building Society account number

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Name of BSA Member

Branch Sort Code

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BSA membership number

Banks or Building Societies may not accept Direct Debit Instructions for some types of accounts

Name and postal address of your Bank or Building Society

Bank/Building Society:

Address:

Postcode:

Instruction to your Bank or Building Society

Please pay the British Sociological Association Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with the British Sociological Association and, if so, details will be passed electronically to my Bank/Building Society.

Signature

Date

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 accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit the British Sociological Association will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the British Sociological Association 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 British Sociological Association 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 British Sociological Association 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.