HERTFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

DIRECT Debit

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

Please fill in the whole form using a ball point pen and send it to:

Hertfordshire Chamber of Commerce & Industry
4 Bishops Square Business Park
Hatfield
Herts
AL10 9NE

Originators Identification Number

4	2	1	7	4	0

Reference

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To the Manager Bank/Building Society

Address

Postcode

Instruction to your Bank or Building Society

Please pay Hertfordshire Chamber of Commerce & Industry 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 Hertfordshire Chamber of Commerce & Industry and, if so, details will be passed electronically to my Bank/ Building Society.

Signature(s)

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.

DIRECT Debit

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 amounts to be paid or the payment dates change Hertfordshire Chamber of Commerce & Industry will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Hertfordshire Chamber of Commerce & Industry 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.