



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



Please complete and return this form to the Geological Society, along with the Fellows' Contribution Form

Name and full postal address of your Bank or Building Society

### Instruction to your Bank or Building Society

To: The Manager .....

Please pay the Geological Society 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 Geological Society and, if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society Address .....

.....

.....

Name(s) of account holder(s)

.....

.....

Signature(s) .....

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Date .....

Branch sort code 

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Bank/Building Society account number 

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Reference (Fellowship number) 

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Originator's Identification Number 9 9 7 3 8 4

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

*Please return the top half of this form to the Geological Society and retain the bottom half*

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

### Information from The Geological Society about Direct Debit payments we will collect as a result of your donation

- If we receive your completed Direct Debit Instruction by **1 September 2005**, your first payment will be collected on or shortly after 1 October 2005.
- If we receive your Instruction **between 1 September 2005 and 1 March 2006**, your first payment will be collected on or shortly after 1 April 2006.
- Your second and third payments will be collected on or shortly after 1 October 2006 and 1 October 2007, respectively.
- If you have not sent us a Direct Debit Instruction by 1 March 2006, we would ask you to make your donation by cheque or credit card.

**Please note that Direct Debits can only be set up for UK Bank/Building Society accounts.**