AAGBI
21 Portland Place London W1B 1PX England
Telephone (+44) (0)207 631 1650 Fax: (+44) (0)207 631 4352
Patron: HRH The Duke of York, KCVO, ADC

INSTRUCTION TO YOUR BANK TO PAY DIRECT DEBITS
Please add the name and full postal address of your bank

To the Manager Bank/Building Society
Address
Postcode

Please complete this form to instruct your bank to make payments directly from your account.

Service User Number (SUN)
995352
Scottish Intensive Care Society (SICS)

THE COMPLETED FORM SHOULD BE RETURNED TO: The Specialist Societies Manager, Scottish Intensive Care Society (SICS), 21 Portland Place, London, W1B 1PY.

1.**Member's name** *(in capitals please)* Surname ..... Initials .....

2. Bank account details:
Name of Account Holder .....

. Sort Code Account Number

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Banks may refuse to accept instructions to pay direct debits from some types of account.

The Direct Debit Guarantee

- This Guarantee is offered by all banks and building socieites that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit **AAGBI** (**SICS)** will notify you (at least 10 working days) in advance of your account account being debited or as otherwise agreed, If you request **AAGBI** (**SICS)** 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 AAGBI (**SICS**) 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 **AAGBI** (**SICS)** 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 notify us.

Signature:…… Date:…….

Standing Order Cancellation

Name and postal address of your bank

To: The Manager Bank/Building Society
Address
Postcode

With immediate effect, please cancel my/our Standing Order authority payable to Scottish Intensive Care Society (SICS) under:
Account Reference No.

Name(s) of Account Holder(s)

Branch Sort Code

Bank/Building Society Account Number

Signature(s)
Date