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

Please fill in the whole form and send it to:

The Arts Society (Finance Dept)
8 Guilford Street
LONDON
WC1N 1DA

Originators Identification Number

6	7	0	0	1	9

Name(s) of Account Holder(s)

Bank or 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

Reference Number

For The Arts Society Official Use Only

This is not part of the Instruction to your Bank or Building Society

Instruction to your Bank or Building Society

Please pay The Arts Society (The Arts Society is the operating name for NADFAS) 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 Arts Society 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

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 Arts Society (the operating name of NADFAS) will notify your 10 working days in advance of your account being debited or otherwise agreed. If you request The Arts Society 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 Arts Society 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 Arts Society ask 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.