



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:

HCSA
1 Kingsclere Road
Overton
BASINGSTOKE
Hampshire
RG25 3JA

Service user number

| | | | | | |
|---|---|---|---|---|---|
| 9 | 9 | 7 | 5 | 7 | 2 |
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Name(s) of account holder(s)

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Payment Reference (To be completed by HCSA)

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Bank/building society account number

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Branch sort code

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Instruction to your bank or building society

Please pay **The Hospital Consultants and Specialists 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 Hospital Consultants and Specialists Association** and, if so, details will be passed electronically to my bank/building society.

Name and full postal address of your bank or building society

| | |
|-----------------|-----------------------|
| To: The Manager | Bank/building society |
| Address | |
| | |
| Postcode | |

Signature(s)

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|------|
| |
| |
| Date |

Banks and building societies may not accept Direct Debit Instructions for some types of account

DD12

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 Hospital Consultants and Specialists Association** will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request **The Hospital Consultants and Specialists 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 Hospital Consultants and Specialists 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 Hospital Consultants and Specialists 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.