Royal Asiatic Society
14 Stephenson Way, London NW1 2HD
Telephone 020 7388 4539
Fax 020 7391 9429
www.royalasiaticsociety.org
E-mail info@royalasiaticsociety.org

# Instruction to your bank or building society to pay by Direct Debit

**Please fill in the whole form including official use box using a ball point pen and send it to:**

Royal Asiatic Society
14 Stephenson Way
London NW1 2HD

Types of Fellowship (please tick the box that applies to you):

- □ Full UK (£70)
- □ Overseas (£50)
- □ Affiliated Fellow (£25)
- □ Overseas South Asia(£40)
- □ Student Fellow (£30)

**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

**Reference Number**

**Service User Number (SUN)**

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FOR Royal Asiatic Society OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.
**Important** – Please complete these details:

**Account Holder(s) Name & Address:**

**Name:**

**Address:**

**Postcode:**

**Email Address:**

**Instruction to your bank or building society**
Please pay Royal Asiatic 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 Royal Asiatic Society and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

DDI1

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 Royal Asiatic Society will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Royal Asiatic 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 Royal Asiatic 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 Royal Asiatic Society 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.