

Direct Debit payment form

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



Please use this original form, not a photocopy. Complete the entire form in CAPITALS using a BLACK ballpoint pen and post to:

CIPHE, Membership Department, 64 Station Lane, Hornchurch RM12 6NB

SERVICE USER NUMBER

9 2 0 1 7 6

Name/s of account holder/s

Account number

Sortcode

Payment frequency

Monthly

Annually

To the Manager, name of bank/building society

Bank/Building Society

Address

Postcode

Reference/CIPHE membership number

Please note that Banks and Building Societies may not accept a Direct Debit instruction from some types of account. If paying by Direct Debit, the Guarantee below should be retained by the payer.

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Please pay the Chartered Institute of Plumbing and Heating Engineering (CIPHE) Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that the instruction may remain with the CIPHE and, if so, details will be passed electronically to my Bank/Building Society.

Account holder signature

Date

Direct Debit Guarantee



- The 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 CIPHE will notify you (normally 10 working days) in advance of your account being debited or as otherwise agreed. If you request CIPHE 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 CIPHE 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 CIPHE 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 CIPHE.