University of Aberdeen Development Trust

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:

University of Aberdeen Development Trust
Kings College
ABERDEEN AB24 3LX

Service user number

7 0 1 8 7 4

Reference

Instruction to your bank or building society

Please pay University of Aberdeen Development Trust Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand this Instruction may remain with University of Aberdeen Development Trust and, if so, details will be passed electronically to my Bank/Building Society.

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

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.
- You have the right to cancel a Direct Debit at any time by simply contacting your Bank/Building Society. Written confirmation may be required.
- You can also cancel a Direct Debit online, using your online banking, or by phoning your Bank/Building Society.
- If you receive a refund you are not entitled to, you must pay it back when University of Aberdeen Development Trust asks you to.
- If you are unable to pay Direct Debits from your account, you must contact your Bank/Building Society. You may not be able to pay Direct Debits from your account and you must contact your Bank/Building Society.

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