



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



Please fill in the whole form and send it to:

Charity Treasurer  
RHQ REME  
MoD Lyneham  
Lyneham  
Chippenham SN15 4XX

Name(s) of Account Holder(s)

Bank/Building Society account number  

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Branch Sort Code  

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Name and full postal address of your Bank or Building Society

To: The Manager                      Bank/Building Society  
Address  
  
Postcode

Originator's Identification Number  

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Reference Number (for The Reme Charity use only)  

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**Instruction to your Bank or Building Society**  
Please pay The Reme Charity Direct Debits from the account detailed in this Instruction subject to safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Reme Charity 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.

To: The Manager                      Bank/Building Society  
Address  
  
Post Code

## Standing Order Cancellation

Branch Sort Code  

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Bank/Building Society account number  

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With immediate effect, please cancel my/our Standing Order authority payable to Reme Charity  
Name(s) of Account Holder

Signature(s)  
  
Date

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 Reme Central Charitable Trust will notify you **10 working days** in advance of your account being debited or as otherwise agreed. If you request Reme Central Charitable Trust to collect a payment, confirmation of the amount will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit by Reme Central Charitable Trust 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 Reme Central Charitable Trust 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.

