

Please fill in the whole form using a ball point pen and send it to the address below.

The Exchange

Jessop House, Jessop Avenue, Cheltenham
Gloucestershire. GL50 3SH

Name(s) of Account Holder(s)

Bank/Building Society account number:

Branch Sort Code: (from the top right corner of your cheque)

Name and full postal address of your Bank or Building Society:

To: The Manager	Bank or Building Society:
Address:	
Post Code:	

Instruction to your bank or building society to pay by direct debit.

Originator's Identification Number:

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Reference:

Instructions to your bank or building society.

Please pay Exchange FS Ltd 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 Exchange FS Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

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Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

The Exchange

●●● a vertex company



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 take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Exchange FS Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Exchange FS Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.