Chartered Insurance Institute

Standards. Professionalism. Trust.

Direct Debit Mandate for Membership

☐ I wish to pay my membership fee by monthly Direct Debit payments

☐ I wish to pay my membership fee by annual Direct Debit

Instructions to your Bank or Building Society to pay by Direct Debit (Please complete all fields)

1. Name and full postal address of your Bank or Building Society branch

To: The Manager	(Bank/Building Society)
Address	
	Postcode

Please only complete this Direct Debit instruction if you have a UK bank account.

Post only to: CII Customer Service, 42–48 High Road, South Woodford, London E18 2JP

Originator's identification no.

9	9	6	6	4	5

2. Name(s) of account holder(s)

3. Bank or Building Society account number

4. Branch sort code

5. Reference number (PIN)

Please pay 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 the Chartered Insurance Institute/The Personal Finance Society and, if so, details will be passed electronically to my Bank/Building Society.

Signature

Date

The Direct Debit Guarantee

DIRECT Debit

- 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, the Chartered Insurance Institute will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the Chartered Insurance Institute 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 the Chartered Insurance Institute 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 the Chartered Insurance Institute 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.

(Please retain this guarantee for your reference.)

The Chartered Insurance Institute

CII Customer Service, 42–48 High Road, South Woodford, London E18 2JP
Tel: **+44 (0)20 8989 8464**

Ref: COH_J011852

Chartered Insurance Institute

@CIIGroup

cii.co.uk