



Direct Debit Instruction Form

Please fill in the form and return to Bromley Mencap

Name of Account Holder(s): _____

Bank/Building Society Account Number: _____

Branch Sort Code: _____

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

Instruction to your Bank or Building Society

Please pay Bromley Mencap 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 Bromley Mencap and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s): _____ Date: _____

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, Bromley Mencap will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made in the payment of your Direct Debit by Bromley Mencap or your Bank/Building Society, you are entitled to a full and immediate refund of the amount paid from your Bank/Building Society.
- You can cancel a Direct Debit at any time by simply contacting your Bank/Building Society. Written confirmation may be required. Please also notify us.

Consent & Preferences (tick as appropriate):

- ☐ I am happy to receive updates from Bromley Mencap by:
- Email ☐
 - Post ☐
 - Phone ☐

For full details on how we handle your data, view our Privacy Policy at www.bromleymencap.org.uk/privacy-policy or contact our Admin team at admin@bromleymencap.org.

Return your completed form to:

Email: lizzie.stanger@bromleymencap.org

Post: Bromley Mencap, Rutland House, 44 Masons Hill, Bromley, Kent BR2 9JG

Bromley Mencap

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