



This Direct Debit Mandate supersedes any previously received from BACP.



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

Please complete this form in black ink and send it to:  
British Association for Counselling & Psychotherapy,  
BACP House, 15 St John's Business Park, Lutterworth,  
Leicestershire LE17 4HB

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Name and full postal address of your bank/building society

To: the manager of	Bank/building society
Address	
Postcode	

Membership number

Originator's Identification Number

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For BACP official use only.

This is not part of the instruction to your bank or building society. Payment will be taken on or around the 25th of the due month.

### Instruction to your bank or building society

Please pay the British Association for Counselling & Psychotherapy direct debits from the account details in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with BACP 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.

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, the British Association for Counselling & Psychotherapy (BACP) will notify you a minimum of 14 working days in advance of your account being debited or as otherwise agreed. If you request BACP 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 BACP 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 BACP 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.