



# Direct Debit Form



Please complete in **BLACK INK & CAPITALS** and return to:

**The Manager,  
Windsor Lawn Tennis Club  
37 Windsor Avenue,  
Belfast BT9 6EJ**

## NAME & FULL POSTAL ADDRESS OF YOUR BANK / BUILDING SOCIETY

To: The Manager

Bank/building Society name: \_\_\_\_\_

Address 1 \_\_\_\_\_

Address 2 \_\_\_\_\_

City: \_\_\_\_\_ Postcode: \_\_\_\_\_

Name(s) of Account Holder(s): \_\_\_\_\_

### Bank / Building Society Account Number

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### Branch Sort Code

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### Originator's Identification Number

9	6	0	5	3	7
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### Reference Number

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### Instruction To Your Bank / Building Society

Please pay Windsor Lawn Tennis Club Direct Debits for account detailed in this Instruction, subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Windsor Lawn Tennis Club and if so, details will be passed electronically to my Bank / Building Society.

**Signatures(s):**

1. \_\_\_\_\_ 2. \_\_\_\_\_

**Date:** \_\_\_\_\_



*This Direct Debit 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 and Building Society.
- If the amounts to be paid or the payment dates change, the Windsor Lawn Tennis Club will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by the Windsor Lawn Tennis Club 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.