



Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

BCA Administration Office British Crystallographic Association c/o Hg3 Conferences Ltd 4 Dragon Road Harrogate HG1 5DF

Name(s) of account holder(s):

Bank/Building Society account number:

--	--	--	--	--	--	--	--

Branch sort code:

--	--	--	--	--	--

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

To: The Manager	Bank/Building Society
	Postcode:

Payment Type (please tick all that apply):	
Annual membership fee	<input type="checkbox"/>
Donation to General BCA Fund	<input type="checkbox"/>
Donation to Arnold Beevers Bursary Fund	<input type="checkbox"/>
Dorothy Hodgkin Prize Fund	<input type="checkbox"/>

Service user number

6	9	6	1	3	8
---	---	---	---	---	---

CAF, Kings Hill, West Malling, Kent, ME19 4TA

Reference: FS2680

BCA Membership Number (Reference)

--	--	--	--	--	--	--	--

Instruction to your Bank or Building Society

Please pay CAF Re: British Crystallographic Association 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 within CAF Re: British Crystallographic Association 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, CAF Re: British Crystallographic Association will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request CAF Re: British Crystallographic Association 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 CAF Re: British Crystallographic Association 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 CAF Re: British Crystallographic Association 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 the BCA Administration Office.