



BRITISH SOCIETY for GYNAECOLOGICAL ENDOSCOPY



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

Please fill in the whole form in CAPITAL letters and send it to:

**BSGE Secretariat
C/O RCOG
27 Sussex Place
London
NW1 4RG**

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 of Bank/ Building Society
Address

Postcode:

BSGE Reference

Service user number

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Instruction to your Bank/ Building Society

Please pay the BSGE Direct Debit 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 BSGE and, if so, details will be passed electronically to my Bank/ Building Society.

FOR BSGE OFICIAL USE ONLY

This is not part of the instruction to your Bank or Building society

Banks and Building Societies may not accept Direct Debit instructions for some type of accounts.

Signature(s)

Date

The Direct Debit Guarantee (to be retained by 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 BSGE will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request the BSGE 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 BSGE 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 BSGE 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.