



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

Please send the completed form to:

Originator's Identification Number

**Society for Popular Astronomy  
Membership Department  
36 Fairway  
Keyworth  
NOTTINGHAM  
NG12 5DU**

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**FOR SOCIETY FOR POPULAR ASTRONOMY OFFICIAL USE ONLY** – This is not part of the instruction to your Bank/ Building Society.

Name(s) and address of account holder(s)


**Instruction to your Bank or Building Society.**  
Please pay Society for Popular Astronomy 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 the Society for Popular Astronomy and if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society account number

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Branch Sort Code

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Signature(s)

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Name and full postal address of your Bank/Building Society

To: The Manager,
Address
Postcode

Date

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**Banks and Building Societies may not accept Direct Debit Instructions for some types of accounts.**

**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 Society for Popular Astronomy will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request the Society for Popular Astronomy 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 Society for Popular Astronomy 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 Society for Popular Astronomy 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.