

Please fill in the whole form and return to:
 Development Office
 3 Burton Walks
 Loughborough
 Leicestershire
 LE11 2DU



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

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Service User Number

6	9	6	4	5	8
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CAF, Kings Hill, West Malling, Kent, ME19 4TA

Name(s) of Account Holder(s)

Instruction to your Bank or Building Society

Please pay CAF Re Loughborough Schools Foundation 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 with CAF Re Loughborough Schools Foundation 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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Reference

F	S	2	6	9	3
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Signature(s)
Date

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

This is not part of the Instruction to your Bank or Building Society and must be detached by CAF Re Loughborough Schools Foundation before submission to the Paying Bank.

My Details

Name: Mr / Mrs / Ms / other (please specify)

Address:

Post Code: _____

Donation Details

I would like to make a regular donation of £_____

monthly / quarterly / annually commencing

/ /

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 Loughborough Endowed Schools will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request CAF Re Loughborough Endowed Schools 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 Loughborough Endowed Schools 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 Loughborough Endowed Schools asks you to
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Written confirmation may be required. Please also send a copy of your letter to us.