



DIRECT DEBIT MANDATE

CIWEM
15 John Street
LONDON
WC1N 2EB



Instruction to your bank or building society to pay by direct debit

1. Please complete this form using a **ball point pen** and **BLOCK CAPITALS** to instruct your bank/building society to make payments directly from your account.
2. If the due date falls on a weekend or bank holiday, your account will be debited within two working days.
3. Please ensure that the instruction is **signed** and **dated** and the direct debit guarantee is detached before the instruction is return to CIWEM.

Originator's Identification Number:	994588
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Reference Number (Membership Number):														
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Bank/Building Society Account Number

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Bank Sort Code

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Instruction to your bank or building society.

Please pay CIWEM direct debits from the account detailed on this instruction subject to safeguards assured by the direct debit guarantee. I understand that this instruction may remain with CIWEM and, if so, details will be passed electronically to my bank/building society.

Name/address of your Bank/ Building Society

To the Manager	Bank/Building Society
Address	
Postcode	

Name of Member (Block Capitals)
Name of Account Holder (If Different)
Signature/s
Date

Banks and building societies may not accept direct debits Instruction for some types of accounts.



This Guarantee should be detached and retained by the payer.

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 by your own bank or building society. If the amounts to be paid or the payment dates change CIWEM will notify you 10 working days in advance of your account being debited or as otherwise agreed. If an error is made by CIWEM 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/building society. Please also send a copy of your letter to us.