



**HANSARD EUROPE**

# Instruction to your Bank or Building Society to pay Direct Debits.



Originator's Identification Number

9 4 1 6 9 4

Please fill in the form and send it to: **HANSARD EUROPE LIMITED, P.O. Box 43, Enterprise House, Frascati Road, Blackrock, Co. Dublin, Republic of Ireland.**

1. Name and full postal address of your Bank or Building Society Branch

To: The Manager	Bank or Building Society
Address:	
Postcode:	

2. Name(s) of account holder(s):

5. Reference Number:

3. Branch Sort Code:

*(From the top right-hand corner of your cheque)*

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6. Instruction to your Bank or Building Society:

Please pay **HANSARD EUROPE LIMITED** Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee.

4. Bank or Building Society Account:

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Signature(s): _____ _____			
Date: <table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"><i>day</i></td><td style="width: 20px; height: 20px;"><i>month</i></td><td style="width: 20px; height: 20px;"><i>year</i></td></tr></table>	<i>day</i>	<i>month</i>	<i>year</i>
<i>day</i>	<i>month</i>	<i>year</i>	

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



## The Direct Debit Guarantee

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 and protected by your own Bank or Building Society.

If the amount to be paid or the payment date changes, you will be told of this in advance by at least 14 days.

If an error is made by HANSARD EUROPE LIMITED, 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 or Building Society. Please also send a copy of the letter to us.

