

BANK INSTRUCTION LETTER



HANSARD

This form is to be completed if a Direct Debit Instruction cannot be used.

Please fully complete this form in block capitals in black ink and return it to: Hansard Europe Limited, PO Box 43, Enterprise House, Frascati Road, Blackrock, Co. Dublin, Republic of Ireland.

To	The Manager		
Name and full			
postal address of			
Bank			
Tel. No.		Fax No.	
Please effect the following by SWIFT			
Single payment/Regular payments [†] of			
Currency	Amount in Figures*	Amount in Words*	
	day month year		
On		and (for regular payments only) at monthly/quarterly/half-yearly/annual [†]	
		intervals thereafter for a total period of _____ months/years [†]	
Beneficiary	Hansard Europe Limited	TO BE COMPLETED BY HANSARD EUROPE LIMITED	
Account Number			
IBAN#			
Swift MT100 to			
Beneficiary's Bankers	Swift address (BIC#)	Sort Code	
Payment details to be quoted	Policy Number		
	Policyholder Name		
SEPARATE COVER MESSAGE			
Swift MT202 to			
Correspondent Bank			
Account to be debited			
Account Name			
Account Number		BIC#	
IBAN#			
Signature(s) of	_____		
Account Holder(s)	_____		
Date			

[†] Please delete as necessary.

* Any charges made by the remitting bank in the course of submitting funds to Hansard Europe Limited must be borne by the senders. This may mean that it is necessary to pay an amount in excess of the contribution due to the Plan to cover these charges

For all Euro transactions between bank accounts held in EU member states, it is ESSENTIAL to quote the BIC (Bank Identification Code) and the IBAN (International Bank Account Number). This information should be available from your Bank Statement. If this transaction is not in Euro or is in Euro but not from a bank account held in a EU member state, it is not necessary to quote these references.

Hansard Europe Limited, P.O. Box 43, Enterprise House, Frascati Road, Blackrock, Co. Dublin, Republic of Ireland

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