



# Society of Antiquaries of Scotland

Please fill in the whole form using a ball point pen and send it to:

Society of Antiquaries of Scotland  
NMS  
Chambers Street  
Edinburgh  
EH1 1JF

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

User Number

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Reference

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Name(s) of Account Holder(s)


Bank/Building Society account number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

**FOR SOCIETY OF ANTIQUARIES OFFICIAL USE ONLY**

The Direct Debit will be collected annually on the 1<sup>st</sup> July.

If you wish to pay quarterly, please tick this box

Quarterly payments will be collected on 1<sup>st</sup> July, Oct, Jan and April

**Instruction to your Bank or Building Society**

Please pay Society of Antiquaries of Scotland 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 Society of Antiquaries of Scotland and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

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

This guarantee should be detached and retained by the Payer.

DD11



## 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 Society of Antiquaries of Scotland will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Society of Antiquaries of Scotland 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 Society of Antiquaries of Scotland 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 Society of Antiquaries of Scotland 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.