|  |  |  |
| --- | --- | --- |
|  |  | Instruction to yourBank or Building Societyto pay by Direct Debit |
| Please fill in the whole form using a ball point pen and send it to: |  |  |
| Brand Fusion International LtdDorset HouseRegent ParkLeatherheadSurreyKT22 7PL |  |  |
|  |  |
|  |  |
|  |  |
|  | Service user number |
|  | 4 | 1 | 4 | 5 | 4 | 3 |  |  |  |
| Name(s) of Account Holder(s) |  | Reference |
|  |  | B | F | I | - |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Instruction to your Bank or Building Society**Please pay Brand Fusion International Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instructionmay remain with Brand Fusion International Ltd and, if so, details will be passed electronically to my Bank/Building Society. |
| Bank/Building Society account number |  |
|  |  |  |  |  |  |  |  |  |  |
| Branch Sort Code |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Name and full postal address of your Bank or Building Society |  |
|

|  |  |
| --- | --- |
| To: The Manager | Bank/building society |
|  |

 |  |
|

|  |  |
| --- | --- |
| Address |  |
|  |

 |  |

|  |
| --- |
| Signature(s) |
|  |

 |
|  |  |  |
|

|  |  |
| --- | --- |
|  |  |
|  |

 |  | Print Name(s): |
|

|  |  |
| --- | --- |
|  | Postcode |
|  |  |

 |  |

|  |
| --- |
| Date |
|  |

 |
| Banks and Building Societies may not accept Direct Debit Instructions for some types of account | DDI 2 5/15 |
| 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 Brand Fusion International Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Brand Fusion International Ltd 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 Brand Fusion International Ltd 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 Brand Fusion International Ltd 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.
 |
| *
 |  |

 |