



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

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

Thames Reach
 The Employment Academy
 29 Peckham Road
 London
 SE5 8UA

Service User Number

| | | | | | |
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Name(s) of Account Holder(s)

| |
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| |

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 | |

Name _____

Address _____

Postcode _____

I would like to set up a Direct Debit of:
 £ _____ Monthly/Quarterly/Annually

Please debit my Bank/Building Society account on the:
 1st of _____ (month) _____ (year)

Instruction to your Bank or Building Society

Please pay Thames Reach 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 Thames Reach and, if so, details will be passed electronically to my Bank/Building Society.

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

Reference

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



For every pound you donate to us through Gift Aid, we're now able to reclaim an extra 25p from the Inland Revenue – at no extra cost to you, but to the great benefit of our campaigns.

I confirm that I pay income tax in the UK. I wish Thames Reach to reclaim tax on all my donations from 23 September 2003 and all donations in the future until I notify you otherwise. (please tick box)

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 Thames Reach will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Thames Reach 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 Thames Reach 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 Thames Reach 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.