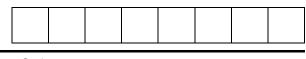


Instruction to your **Bank/Building Society** to pay by Direct Debit

Please complete parts I to 5 to instruct your branch to make payments directly from your account. Complete the form and return it to: Director of Development, North London Collegiate School, Canons Drive, Edgware, Middlesex HA8 7RJ

To the Manager,	Bank/Building Society
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3. Account Number:



4. Sort Code:



orm and return it to: Director of Development, North London Collegiate School, Canons Drive, Edgware, Middlesex HA8 7RJ	Originator's Identification 6 2 4 I 2 7 Number:					
o the Manager, Bank/Building Society	Originator's Reference:					
	Amount: £					
	Frequency : monthly (1 st of month) / quarterly (1 st of Mar, Jun, Sep & Dec) / annually (1 st of specified month) (please <u>circle preference</u>)					
	Duration: until payments have been made / until					
. Please write the full postal address of your branch in the	further notice					
ox above.	Start date:					
. Name(s) of Account holder(s):						
	Instructions to your Bank/Building Society, and signature(s):					
	Please pay North London Collegiate School Direct Debits from					
Account Number:	the account detailed in this instruction subject to the safeguard assured by the Direct Debit Guarantee.					
	• I/we understand that this instruction may remain with North					
	London Collegiate School and, if so, details will be passed electronically to my/our Bank/Building Society.					
. Sort Code:	Signature:					
	- 0					
	Name:					
anks/Building Societies may refuse to accept Instructions to pay Direct						
bebits from some types of account.	Date:					
you pay for the current tax year. Your address is needed to identify you as a I want to Gift Aid my donation and any donations I make in the future or hav	Du donate. Gift Aid is reclaimed by North London Collegiate School from the current UK tax payer. re made in the last 4 years to North London Collegiate School. I am a UK tax paye current year than the amount of Gift Aid claimed on all my donations it is my					
Signed: A	ddress:					
Date:	Postcode:					
Please notify us if you want to cancel this declaration, change your name or h	nome address or no longer pay sufficient tax on your income and/or capital gains.					
This Guarantee should be de	tached and retained by the payer					

DIRECT Debit

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 North London Collegiate School will notify you 10 working days in advance of the amount being debited or as otherwise agreed. If you request North London Collegiate school to collect a payment, confirmation of the amount and date will be given to you at the time of the request.

The Direct Debit Guarantee

- If an error is made in the payment of your Direct Debit by North London Collegiate School 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 North London Collegiate School 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.