

# Instruction to your bank or building society to pay by Direct Debit

**Please fill in the whole form and send it to:**  
Epilepsy Research UK, PO Box 3004, London W4 4XT

**Name and full postal address of your bank or building society**

To: The Manager	Bank/building society
Address	
Postcode	

**Service user number**

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**Name(s) of account holder(s)**


**Instruction to your bank or building society**

Please pay Epilepsy Research UK 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 Epilepsy Research UK and, if so, details will be passed electronically to my bank/building society.

**Bank/building society account number**

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**Branch sort code**

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**Reference**

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Signature(s)
Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

DD18

This is not part of the Instruction to your bank or building society and must be detached by Epilepsy Research UK before submission to the paying bank.

**Name**

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**Address**

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**Telephone**

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**Email**

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I wish to donate a regular monthly gift of:  
£10.00 / £20.00 / £50.00 Other: £.....  
on the 1<sup>st</sup> / 15<sup>th</sup> / 25<sup>th</sup> of every month.

(Note that the first payment will be taken on the next available specified day which will be at least 10 days from today.)

*giftaid it* I would like to treat this and all future donations as Gift Aid donations unless I notify you otherwise.

I confirm I am a UK Tax Payer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year (currently 25p for each £1 given) it is my responsibility to pay any difference.

**Signed:**

**Date:**

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