



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

Please fill in the whole form using a ball point pen and send it to:									
BCG Ltd 95 St Mary Church Road Torquay Devon TQ1 3HL	Servi	ce user	number						
	1	7	4	2	1	2			
Name(s) of account holder(s)	Refe	ence	1				•		
Branch sort code Name and full postal address of your bank or building society To: The Manager Bank/building society Bank/building society	Pleas this Ir Guara BCG	e pay BF struction antee. I u	your bar PS Re BCo subject to inderstand if so, deta society.	G Ltd, Do the safe that this	irect Deb feguards s Instruc	oits from t assured tion may	by the I remain	Direct D with BF	Debit
Address	Signa	ture(s)							
Postcode	Date								

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

DDI2

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 BPS Re BCG Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request BPS Re BCG 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 BPS Re BCG 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 BPS Re BCG 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.