

## 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:

ATCU Union PO Box 763 Cudworth BARNSELEY S72 8YD
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Service user number

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Name(s) of account holder(s)


Reference – National Insurance Number

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Instruction to your bank or building society

Please pay FCC Re ATCU 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 FCC Re ATCU 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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Name and full postal address of your bank or building society

To: The Manager <span style="float:right">Bank/building society</span>
Address
Postcode

Signature(s)
Date

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

DD12

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

Please complete all sections clearly in **CAPITAL LETTERS**

**1 Your details**

Title	Forenames(s)
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	
Address	
<input type="text"/>	
<input type="text"/>	
Post Code	Date of Birth
<input type="text"/>	<input type="text"/>
E-mail Address	
<input type="text"/>	
Contact telephone (home)	Contact telephone (mobile)
<input type="text"/>	<input type="text"/>

**2 Employers details**

Employers Name	
<input type="text"/>	
Your job title	
<input type="text"/>	
Work Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Post Code	National Ins no
<input type="text"/>	<input type="text"/>
Depot	
<input type="text"/>	

**ATCU** is an apolitical Union, dedicated to providing an individual and collective voice for the promotion of our members and their family's welfare and the enhancement of our communities



Once completed you may scan and email to [headoffice@atcu.org.uk](mailto:headoffice@atcu.org.uk)

Or post to:

**ATCU Union  
PO Box 763  
Cudworth  
BARNSELY  
S72 8YD**