



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:										
The Edward James Foundation Limited West Dean Chichester West Sussex PO18 0QZ	Service	e user n	umber				_			
	2	7	4	9	3	0				
Name(s) of account holder(s)	Refere	nce								
Bank/building society account number Branch sort code Name and full postal address of your bank or building society To: The Manager Bank/building society	Please the according to the December 1	pay The ount deta Direct De with The	vour ban Edward ailed in the bit Guara Edward ronically	James F nis Instru antee. I i James F	Foundation su uction su understa Foundati	on Limite bject to t and that t ion Limit	the safe this Insti ed and,	guard: uction	s ass	sured /
Address	Signatur	re(s)								
Postcode	Date									

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

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 The Edward James Foundation will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Edward James Foundation 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 The Edward James Foundation 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 The Edward James Foundation 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.