

## 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:

<p>BSCB Administration Office          c/o Hg3 Conferences Ltd          4 Dragon Road          Harrogate          HG1 5DF</p> <p>(contact: <a href="mailto:accounts@hg3.co.uk">accounts@hg3.co.uk</a> or 01423 529333)</p>
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Membership Type: <b>Please indicate which type</b>	
BSCB Individual Full 1 Year	£35.00
BSCB Individual Student 1 Year	£20.00
BSCB Individual Retired/Emeritus	£20.00
BSCB Individual School Teacher	£20.00

Account name: **this is now checked by the banking system, please ensure it is correct/complete.**


Service user number

9	4	1	4	5	1
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### Reference:

BSCB Membership Number (Reference)

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Bank/Building Society account number:

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Branch sort code:

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### Instruction to your Bank or Building Society

Please pay the British Society for Cell Biology 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 within the British Society for Cell Biology and, if so, details will be passed electronically to my Bank/Building Society.

**Name and full postal address** of your Bank or Building Society:

To:	Bank/Building Society
	Postcode:

Signature(s) <b>(must be your original signature, or a copy of your original signature)</b>
Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

## 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, BSCB will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request BSCB 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 BSCB 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 BSCB 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 the BSCB Administration Office.

