



## 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:

ACID (Anti Copying In Design) Ltd.  
PO Box 5078  
Gloucester Central  
Gloucester  
GL19 3YB

Name(s) of Account Holder(s)

  

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	Bank/Building Society
Address	
Postcode	

Reference **FOR OFFICIAL USE ONLY**

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Originator's Identification Number

8	3	8	5	7	9
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FOR ACID (Anti Copying In Design) Ltd.  
**MANDATORY – PLEASE COMPLETE**  
PLEASE INDICATE YOUR PREFERRED COLLECTION PERIOD

I/WE WOULD LIKE TO PAY MONTHLY

I/WE WOULD LIKE TO PAY QUARTERLY

I/WE WOULD LIKE TO PAY ANNUALLY

You will receive an acknowledgement and payment schedule at least 10 working days before the first payment is deducted.

**Instruction to your Bank or Building Society**

Please pay ACID (Anti Copying In Design) Ltd. 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 ACID (Anti Copying In Design) Ltd. and if so, details will be passed electronically to my Bank/Building Society.

Signatures

  

Date

**!!INSERT BELOW THE NAME/COMPANY NAME YOU WILL BE USING FOR YOUR ACID MEMBERSHIP!!**

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

DD11

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 ACID (Anti Copying In Design) Ltd. will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request ACID (Anti Copying In Design) 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 ACID (Anti Copying In Design) 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 ACID (Anti Copying In Design) 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.