



High Road
Woodford Green
Essex
IG8 0RF

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Pupil's Name:

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To: The Manager	Bank/Building Society
Address	
Postcode	

Please pay Bancroft's School 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 Bancroft's School and, if so, details will be passed electronically to my Bank/Building Society.

<p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure </p>	<p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure </p>
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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 instruction to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit, Bancroft's School will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Bancroft's School 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 Bancroft's School 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 Bancroft's School 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.