



METHODS OF PAYMENT

Please note that any payment received by the Law Society without an accompanying application form or invoice/remittance advice will be held for a maximum of 30 days before being returned to the sender.

Payment may be made using any of the following methods.

Letter of authorisation for credit/debit card payments

This form requires a formal signature. Please return it by post or fax with your application form. If you are returning the completed form by e-mail the scanned form must contain the signature of the card holder. **Please note we do not accept Diners or American Express.**

Please inform your bank prior to making this payment to ensure payments are not declined due to standard bank security checks. If you are advised by your bank that payment has not been met please contact us immediately as your application will not be processed until all funds are received.

I/we hereby authorise the Law Society to take the sum of
£ from my/our account, the details of which are listed below, in respect
of application form (title) or invoice number:

Type of card: MasterCard VISA Maestro Delta Electron

Credit/Debit Card Number:

Expiry Date: Issue Number (if paying by Maestro):

Name of Card Holder (as stated on the card):

Please complete the CV2 code (3 digit number on card reverse) at the bottom of this page

I understand that there is a handling charge of 1.75%, which will be charged to my credit /debit card – (MasterCard/Visa/Maestro/Delta/Electron).

Signed: Date:

Name (please print): SRA number:

Contact number/e-mail address:
or

Name of firm/company:

Firm's SRA number:

CV2 CODE



The Law Society

Payments direct from your bank

You may pay direct to the Law Society's bank account. **All charges must be paid by the remitter** and the remitter's name and account number or SRA number **must** be quoted as a reference.

Please complete the confirmation form and return it **with** your completed application **once you have instructed your bank** to make payment direct. You must ensure you instruct your bank to make the payment, as our Finance Department is unable to request the payment for you.

Confirmation form

Please indicate what your payment is for.

Application form (title) or invoice number	<input type="text"/>		
I/we	<input type="text"/>	have transferred the sum of	
£	<input type="text"/>	on (date)	<input type="text"/>

I have authorised payment to be made to: Barclays Bank Plc, 54 Lombard Street, London, EC3V 9EX
Account No. **80567493**
Sort Code: **20-32-29**
Account Name: **The Law Society**

If payment is made by International Bank transfer, please use the following:

Account No: IBAN: **GB90 BARC 2032 2980 5674 93** and/or SWIFT: **BARCGB22**

Please ensure your SRA number/account number is quoted by your bank with the bank transfer.

Signed:	<input type="text"/>	Date:	<input type="text"/>
Name (please print):	<input type="text"/>		
SRA Number:	<input type="text"/>		
Contact number/e-mail address:	<input type="text"/>		
or			
Name of firm/company:	<input type="text"/>		
Firm's SRA number:	<input type="text"/>		



The Law Society

Payment by cheque

Please make your cheque payable to the **Law Society** and put your SRA number or customer account number (for invoice payments) on the back of the cheque.

Payment from overseas by personal cheque/banker's draft

If you are based overseas and are paying by personal cheque/banker's draft in a foreign currency please include an additional £20.00 to cover currency conversion fluctuations and bank charges.

All foreign cheques must be endorsed, i.e. signed and dated on the reverse by the drawer. Please note it can take up to 8 weeks for a foreign cheque to be negotiated and your application will not be processed until cleared funds have been received. The Law Society does not accept postal orders drawn outside the United Kingdom (UK).

Where to return this form and payment?

Once completed, please send this form, together with your completed application form or invoice;

by post to: Credit Control, Solicitors Regulation Authority, Ipsley Court, Berrington Close, Redditch, Worcestershire, B98 0TD

or by DX19114 Redditch

or by fax on +44 (0) 1527 519150.

Please note we are unable to accept credit or debit card details by email due to Payment Card Industry (PCI) compliance regulations.

For further details please visit:

https://www.pcisecuritystandards.org/security_standards/pci_dss.shtml