

BUPA SELECT DIRECT DEBIT INSTRUCTION



Instruction to your Bank or Building Society to pay by Direct Debit

Please complete the white areas in **BLOCK CAPITALS** and **BLACK INK** to instruct your bank to make payments directly from your account. Then return the completed form to: **Bupa, Anchorage Quay, Salford Quays M50 3XL.**



Originator Identification Number

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1. Name and full postal address of your Bank or Building Society Branch

To: The Manager	
	Bank or Building Society
Address	
	Postcode

5. Bupa Reference/Membership number

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FOR BUPA OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society

Note to member:

Please complete your member/group name below

2. Name(s) of account holder(s)

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3. Branch sort code

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4. Bank or Building Society account number

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6. Instruction to your Bank or Building Society

I/we instruct you to pay Direct Debits from our account at the request of Bupa. The amounts are variable and may be debited on various dates. I/we understand that Bupa may change the amounts and dates only after prior notice. I/we will inform the Bank/Building Society in writing if I/we wish to cancel this instruction. I/we understand that if any Direct Debit is paid which breaks the terms of this instruction, the Bank/Building Society will make a refund.

Signature(s)

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

- o This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- o If there are any changes to the amount, date or frequency of your Direct Debit Bupa will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Bupa to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- o If an error is made in the payment of your Direct Debit by Bupa 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 Bupa asks you to.
- o 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.



**SHOULD YOU WISH TO CANCEL THIS INSTRUCTION THROUGH BUPA, PLEASE CALL US ON 0845 609 0111*.
YOU MUST ALLOW A MINIMUM OF SEVEN DAYS BEFORE THE NEXT PAYMENT BY DIRECT DEBIT IS DUE.**

*Calls to this number may be recorded and may be monitored.

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