

BANKERS STANDING ORDER FORM

Please complete all the entries below to instruct your Bank to make payments directly from your account. Note that this is not a Direct Debit mandate – we will not take funds from your account and your bank will make only those payments which you authorise.

Account details

1. To the Manager (your bank)

_____ Bank
Address _____

Post Code _____

2. Name of Account Holder

3. Account Number

4. Sort Code (see top right hand corner of your cheque)

5. Account Holder's Address

_____ Post Code _____

Your Instructions to your Bank

1. I hereby request and authorise you to pay:

Barclays Bank PLC
Epsom Branch
82 High St EPSOM KT19 8BH
Sort Code 20-29-90
Account Number 60734039

2. For the credit of The Distance Learning Partnership

3. Quoting reference (to be inserted by DLP):

4. On the _____ day of each month

(enter your choice, e.g. 1st, 30th)

5. Commencing on:

6. Instalments of:

(enter the amount of your instalment)

7. The **final payment** under this Order is to be made on:

8. Your signature:

- Please note that as incorrect completion of the plan may delay your enrolment, you may prefer to leave payment details blank. We undertake to complete the payment section in accordance with our instalment plan as agreed by you.
- Your final instalment must be paid no later than the month before the date of your examination.