DIRECT Debit

Originators Identification Number

9	4	0	4	1	0

Instruction to your Bank or Building Society to pay Direct Debits

RTPI
mediation of space · making of place

Please complete all sections of this form to pay your subscription by direct debit and return it to:
The Royal Town Planning Institute, PO Box 2390, London EC3R 8WA
A copy of or scan of the completed form is not acceptable.

1. Name and full postal address of your bank or building society branch

To: The Manager _____

_____ Bank or Building Society

Address _____

_____

_____ Postcode _____

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

3. Branch sort code
(from the top right hand corner of your cheque)

		–			–		

4. Bank or building society Account number

5A. Membership number

5B. Member's name if not the account holder(s)

6. Instruction to your bank or building society

Please pay The Royal Town Planning Institute Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee.

Signature(s) _____

Date _____

Please tick as appropriate:

☐ Single Instalment - The amounts are variable and are to be debited on or just after 1st January

☐ Four Instalments - The amounts are variable and are to be debited on or shortly after 1st January, April, July and October

☐ Planning Theory & Practice Subscription - This amount will be debited on or shortly after 1st January

- I understand that the Institute may change the amounts and dates only after giving me prior notice.
- I will inform the bank in writing if I wish to cancel this Instruction.
- I understand that if any direct debit is paid which breaks the terms of this instruction, the bank will make a refund.