



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

Please fill in the whole form using a ball point pen and send it to:

University of Essex Sports Centre
Wivenhoe Park
Colchester CO4 3SQ
United Kingdom

Originator's Identification Number

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Staff/Public

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

Member's Name: _____

Please tick status:

Name(s) of Account Holder(s)

Bank/Building Society Account Number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager

Bank/Building Society: _____

Address: _____

Postcode: _____

Staff	Public	Concession	Junior

Please indicate which charges you wish to be collected by Direct Debit. Your first payment is to be made on completion of this form:

Staff: Monthly Payments			
Gold			
Silver			
Bronze			
Public: Monthly Payments			
Gold			
Silver			
Bronze			
Concession: Monthly Payments			
Gold			
Silver			
Bronze			
Junior: Monthly Payments			
Gold			
Silver			
Bronze			

Reference Number (SC membership or Reference Number (SC Membership Number))

U E X _____

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Please pay University of Essex Direct Debits from the account detailed in the Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with the University of Essex and if so, details will be passed electronically to my Bank/Building Society.

Gold and Silver members: I confirm I have read and understood the health commitment statement.

I confirm I have read the terms and conditions of membership and agree to abide by them.

Induction video: Please select the statement that applies.

I have watched and understood the induction video

I would like an induction in person and have not watched the induction video

Signature (s): _____
Date _____

By signing this form you are agreeing to provide a period of one months' notice of cancellation. Memberships will only be cancelled after the initial term if you make a request to cancel. Otherwise, your membership will continue to run as normal after the initial term has come to an end.

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit the University of Essex will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request the University of Essex 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 the University of Essex 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 the University of Essex 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.

