



Instruction to your bank or building society to pay by Direct Debit

point pen and send it to:	Service	e user nı	umber				
Hansard International Limited	9	5	8	1	9	3	
55 Athol Street, Box 192, Douglas, Isle of Man IM99 1QL British Isles Name(s) of account holder(s)	FOR HANSARD INTERNATIONAL LIMITED OFFICIAL USE ONLY This is not part of the instruction to your bank or building society Payments under these instructions are to be collected by Hansard International Limited on the 15th day or 30th day of the month, although the first payment will be collected on whichever of these collection dates is first available following their receipt of these instructions.						
Bank/building society account number	Instruction to your bank or building society Please pay Hansard International Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Hansard International Limited and, if so, details will be passed electronically to my bank/building society.						
Branch sort code							
Name and full postal address of your bank or building society							
To: The Manager Bank/building society							
Address	Signat	ure(s)					
Postcode	Date						
Reference							
Banks and building societies may not accept D	irect De	bit Instru	ıctions	for son	ne type	s of acc	ount

.....

The Direct Debit Guarantee

This guarantee should be detached and retained by the payer.



- 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 Hansard International Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Hansard International Limited 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 Hansard International Limited 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 Hansard International Limited 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.

Hansard International Limited
55 Athol Street, Box 192, Douglas, Isle of Man IM99 1QL, British Isles
Telephone: +44 1624 688000 Website: hansard.com
Registered Number: 032648C Regulated by the Isle of Man Fiancial Services Authority

Page 2 of 2 HO0726O 08/03/22