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

Membership category:

Please fill in the form and return to: Membership Department, Royal College of Physicians, 11 St Andrews Place, Regent's Park, London NW1 4LE. Please note that banks and building societies may not accept Direct Debit instructions for some types of account.

Choose your payment frequency:

☐ Quarterly. Any outstanding fees from previous membership years will be paid in full on the first instalment date. We will send you a letter/email confirming your payment plan.

☐ Annually

☐ Monthly (student and foundation doctors only).

Full name and address of your bank or building society:

The manager (bank/building society)

Address (inc postcode)

Account holder

Account number

Branch sort code

Originators' identification number: 9 9 7 1 5 1

Reference number (for office use only)

Instruction to your bank or building society:

Please pay the Royal College of Physicians 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 the Royal College of Physicians and, if so, details will be passed electronically to my bank/building society.

Sign

Date

The Direct Debit guarantee

This part of the Direct Debit 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 the Royal College of Physicians will notify you not less than 10 working days in advance of your account being debited or as otherwise agreed. If you request the Royal College of Physicians 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 Royal College of Physicians 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 Royal College of Physicians 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 notify us.