



## **Direct Debit collections**

Please note that Direct Debits can only be set up on UK current accounts

Details of Pupil(s) –									
First Name(s)	Surname								
Details of Parent(s) or guardians(	s) –								
Name(s)	Address								
	Post code								
Details of Fee Payer(s) (if differen	nt) —								
Name(s)	Address								
	Post code								
Please tick a box below to indicate the direct do	ebit frequency that you require and complete the attached direct								
debit mandate. Once completed, please forwar House, Thorpe Wood, Peterborough, PE3 6SB	rd the forms to Fees Dept, United Church Schools Trust, Worldwig								
<u>Termly</u> by Direct Debit									
Monthly by Direct Debit									
Please note, monthly DD collections are on the first working day of each month									



United Learning comprises: UCST (Registered in England No: 2780748. Charity No. 1016538)

and ULT (Registered in England No. 4439859. An Exempt Charity).
Companies limited by guarantee. VAT number 834 8515 12
Registered Office: Worldwide House, Thorpe Wood, Peterborough PE3 6SB.

## United Church Schools Trust Worldwide House Thorpe Wood Peterborough PE3 6SB Name(s) of account holder(s) Branch sort code Name and full postal address of your bank or building society To: The Manager Bank/building society Bank/building society Bank/building society Bank/building society

Postcode



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

For United Church Schools Trust Office Use Only This is not part of the instruction to your Bank or Building Society												
Pupil Name												
Service user number												
7	5	(	)	0	5	7						
Reference (for completion by UCST)												
1	1	7										
Instruction to your bank or building society Please pay United Church Schools Trust 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 United Church Schools Trust and, if so, details will be passed electronically to my bank/building society.												
Signati	ure(s)											
Date												

Banks and building societies may not accept Direct Debit Instructions for some types of account

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This guarantee should be detached and retained by the payer.

## The Direct Debit Guarantee



- 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 United Church Schools Trust will notify you 10
  working days in advance of your account being debited or as otherwise agreed. If you request United Church Schools Trust 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 United Church Schools Trust 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 United Church Schools Trust 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 United Church Schools Trust.