

Direct Debit Mandate

Name: _____ Telephone: _____

Address: _____ Email: _____

_____ Date: _____

_____ Post code: _____

I wish to give a regular gift to the University of Kent of:

£100 £50 £25 £15 Other £ _____

The first payment is to start on the 1st / 15th / 25th (delete as applicable) of _____ (month) _____ (year) and is to continue monthly / quarterly / annually (delete as appropriate) thereafter.

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By ticking this box I confirm that I am a UK tax payer and would like all my donations from the past four years and future donations I make to the University of Kent be treated as Gift Aid donations. I am a UK tax payer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

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



Bank and Building Societies may not accept Direct Debit instructions for some types of accounts.

Please fill in the whole form using a ball point pen and send to:
The University of Kent, Development Office,
The Registry, Canterbury, Kent, CT2 7NZ

Originator's Identification Number:

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Reference

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Instruction to your Bank or Building Society

Please pay the University of Kent 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 University of Kent and, if so, details will be passed electronically to my Bank/Building Society.

Name(s) of Account Holder(s)

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Signature(s)

Date

Bank/Building Society account number

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Branch Sort Code

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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 the University of Kent will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the University of Kent 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 Kent 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 Kent 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.