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

Please fill in the form in BLOCK CAPITALS and send to ALM Ltd, 100 Fenchurch Street, London EC3M 5LG

Name and full postal address of your Bank or Building Society

To: The Manager _____ Bank/Building Society _____

Address _____

_____

_____

Postcode _____

Name(s) of Account Holders(s)

Bank/Building Society account number

Branch Sort Code

ALM Originator's Identification Number

9	1	0	4	5	7

Reference Number

Instruction to your Bank or Building Society

Please pay ALM Ltd 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 ALM Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

PLEASE DETACH AND RETAIN THE DIRECT DEBIT GUARANTEE BELOW AND RETURN ORIGINAL FORM TO ALM IN THE FREEPOST ENVELOPE SUPPLIED

The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change ALM Ltd will notify you via ALM News or the Equitasian at least 10 days in advance of your account being debited or as otherwise agreed.
- If an error is made by ALM Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to ALM.

VAT Reg No: 429 6213 47