

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

Please fill in the whole form using a ballpoint pen and send it to:

Aegon and Scottish Equitable Pensions and Bonds,  
Sunderland, SR43 4DS.

Name(s) of account holder(s)

  

Bank/Building society account number

Branch sort code

 -  - 

Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Postcode	

Reference

Service user number

**PLEASE COMPLETE**

This is not part of the instruction to your bank or building society.

Plan/Scheme number

**Instruction to your bank or building society**

Please pay Scottish Equitable plc Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand this Instruction may remain with Scottish Equitable plc 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**

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, Scottish Equitable plc will notify you three working days in advance of your account being debited or as otherwise agreed. If you request Scottish Equitable plc 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 Scottish Equitable plc 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 Scottish Equitable plc 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.