

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

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

Service User Number

**The Membership Team  
Skills Solution Ltd T/A Chamber Collections,  
Churchgate House  
56 Oxford Street,  
Manchester  
M60 7HJ**

<b>6</b>	<b>5</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>6</b>
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Name(s) of Account Holder(s)


Bank/Building Society account number:

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Branch Sort Code:

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Name and full postal address of your Bank or Building SocietyH

To: The Manager	Bank/Building Society
Address	
	Postcode

FOR SKILLS SOLUTION LTD T/A CHAMBER COLLECTIONS  
OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society.

Name of Company if different from Account Holder

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I would like to pay my membership subscription:

Annually

Quarterly

(Please tick appropriate box)

OUR REF:

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Instruction to your Bank or Building Society

Please pay Skills Solution Ltd T/A Chamber Collections 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 Skills Solution Ltd T/A Chamber Collections and, if so, details will be passed electronically to my Bank/Building Society.

Signature
Date

1343GMCC

DD11

Banks and Building Societies may not accept Direct Debit Instructions from 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 Skills Solution Ltd T/A Chamber Collections will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Skills Solution Ltd T/A Chamber Collections 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 Skills Solution Ltd T/A Chamber Collections 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 Skills Solution Ltd T/A Chamber Collections 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.