



# Metropolitan Police Friendly Society Limited

Instructions 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:

Metropolitan Police Friendly Society (MPFS) Limited  
Berwick House  
8-10 Knoll Rise  
Orpington  
Kent BR6 0EL



Name and full address of your Bank or Building Society

The Manager	Bank/B.Soc
Post Code	

Originator's Identification Number

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Reference Number

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Name of Account Holder(s)


Instructions to your Bank or Building Society  
Please pay MPFS 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 MPFS Ltd and, if so, details will be passed electronically to my Bank/ Building Society.

Bank/Building Society Account Number

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Signature (s)
Date

Branch Sort Code

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