



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

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

Mslexia,
PO Box 656,
Freepost NEA5566,
Newcastle upon Tyne NE1 1BR

Service User Number

9 | 7 | 4 | 1 | 8 | 2

Reference (Office use only)

[Empty box for reference]

Name(s) of Account Holder(s):

[Empty box for account holder name]

INFORMATION PROVIDED FOR MSLEXIA OFFICIAL USE ONLY

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

Your name

Address

Tel. No.

Email

Please tell us which issue you'd like your subscription to start from. Current issue is 46.

Where did you hear about Mslexia?

Bank/ Building Society account number

[Empty box for account number]

Branch Sort Code

[Empty box for branch sort code]

Name and full postal address of your Bank or Building Society

To: The Manager
Address
Postcode

Instructions to your Bank or Building Society

Please pay Mslexia Direct Debits from the account detailed on this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Mslexia 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 Mslexia Publications Ltd will notify you at least 10 working days in advance of your account being debited or as otherwise agreed.
If you request Mslexia Publications 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 Mslexia Publications 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 Mslexia Publications 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.