



Please fill in the whole form and send it to:
Institution of Agricultural Engineers
The Bullock Building
University Way
Cranfield
Bedford
MK43 0GH

Instructions to your Bank of Building Society to pay Direct Debits

Name(s) of Account Holder(s)

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Originators Identification Number

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Reference Number (insert Member No)

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Bank or 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 Society

To: The Manager
_____ Bank or Building Society
Address _____

_____ Postcode _____

For IAgrE Official Use Only

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

Payment Frequency: either **One payment per year**
or **Ten monthly payments**

Delete one option
(if neither is deleted, one payment per year will be assumed)

Instruction to your Bank or Building Society

Please pay **Institution of Agricultural Engineers** 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 the Institution of Agricultural Engineers and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date: _____

Note: 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 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, the Institution of Agricultural Engineers will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by the Institution of Agricultural Engineers 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 us.



Payment by Direct Debit

A large number of our members choose to pay by Direct Debit, which saves both them and IAgrE, time and effort. In common with many other organisations, IAgrE offers a lower subscription rate to those who pay by this method.

Please also remember that as Registered Charity, IAgrE is promoting the engineering profession in general and, in particular, science, engineering and technology throughout the landbased sector. This is an important role in securing the future of our profession, and members can help by reducing administrative costs, for example, by paying by Direct Debit.

If you wish to pay by Direct Debit, please complete the form overleaf and return to the Secretariat office.

- Payment of your subscription by Direct Debit helps us to **reduce our costs** and **saves you time and effort**. You will have the assurance that your account has been paid on time, and we will not have the expense of sending out reminders to those who are late with their payments.
- The systems allows for variations in subscription rates over the years without having to trouble you further. You will be advised of the amount due well in advance of the payment date.
- Although subscriptions are due on 1 January each year, members who pay by Direct Debit will not be charged until **February**.
- Alternatively, Direct Debits can be spread over **10 monthly instalments from February to November**, at no extra charge.
- The Direct Debit scheme run by IAgrE is covered by the guarantee printed on the form overleaf. If you have an account with a UK bank or building society and wish to pay by Direct Debit, **please complete the form and return it to IAgrE**. Please indicate whether you wish to pay yearly or in monthly instalments. We will continue to send subscription renewals in the normal way, but they will be for information only and will state that the subscription will be collected by Direct Debit.
- If you have any queries, please contact the Finance Officer at the IAgrE

Telephone: 01234 750876

Email: secretary@iagre.org