Ulster University
Cromore Road
Coleraine
BT51 1SA

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

Names of Account Holder(s)

_____

Contact Number

_____

Registration Number

B	0	0						

Bank/Building Society Account Number

Branch Sort Code

Originator's Identification Number

9 | 6 | 4 | 6 | 2| 6

Reference (for office use only)

Instruction to your Bank or Building Society

Please pay Ulster University Direct Debits from the account detailed in the Instruction subject to safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with University of Ulster and, if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

……

……

……

Postcode

Signatures

_ _ / _ _ / _ _
Day Month Year

Completed Direct Debit Instructions to be posted to:
Fees Office, Ulster University, Cromore Road, BT52 1SA
Tel: 028 7032 4252 Fax: 028 7032 3255 Email: fees@ulster.ac.uk

Please print off and retain

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 University of Ulster will notify you 3 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by University of Ulster 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.