

# Napo is here for you

Switching to direct debit now will keep you in Napo membership and guarantees:

- The full protection of Napo during the transition
- Cheaper subscriptions, made cheaper still with tax relief
- Continued access to our members' benefits

**Existing members should complete the form overleaf or visit**

**[www.napo.org.uk/SWITCH](http://www.napo.org.uk/SWITCH)**

**Want to join Napo? Visit [www.napo.org.uk](http://www.napo.org.uk)**



# Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form in block capitals using a BLACK ink pen and send it to:

Napo  
 160 Falcon Road  
 London  
 SW11 2NY

Service user number

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 2 | 5 | 5 | 3 | 6 | 4 |
|---|---|---|---|---|---|

Name(s) of account holder(s)

|  |
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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 society

|                 |                       |
|-----------------|-----------------------|
| To: The Manager | Bank/building society |
| Address         |                       |
|                 |                       |
| Postcode        |                       |

FOR NAPO OFFICIAL USE ONLY  
 This is not part of the instruction to your bank or building society.

**Instruction to your bank or building society**

Please pay Napo 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 Napo and, if so, details will be passed electronically to my bank/building society.

|              |
|--------------|
| Signature(s) |
|              |
| Date         |

Reference

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Banks and building societies may not accept Direct Debit Instructions for some types of account

DD11

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 Napo will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request Napo 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 Napo 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 Napo 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.