

Instruction to your Bank to Pay Direct Debits

Please complete parts 1 to 4 to instruct your bank to make payments directly from your account.
Then return the form to CIS Ireland:

To: CIS Ireland
Address: 8 The Mall Beacon Court Sandyford Dublin 18

Originators Identification Number (OIN)	3	0	6	1	0	9
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Originator Reference	CIS Ireland
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1. Please write the name and full address of your Bank & Branch:

Bank and Branch: _____

2. Name of Account Holder: _____

3. Sort Code:

Account number:

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4. Your Instruction to your Bank, and your Signature

- I instruct you to pay Direct Debits from my account at the request of CIS Ireland
- I confirm that the amounts to be debited are variable & may be debited on various dates
- I shall duly notify the Bank in writing if I wish to cancel this instruction. I shall also notify CIS Ireland of such cancellation

The Direct Debit Guarantee:

- This is a guarantee provided by your own Bank as a member of the Direct Debit Scheme, in which all Banks and Originators of Direct Debits participate
- If you authorise payment by Direct Debit, then:
 - Your Direct Debit Originator will notify you in advance of the amounts to be debited to your account
 - Your Bank will accept and pay such debits, provided that your account has sufficient available funds
- If it is established that an unauthorised Direct Debit was charged to your account, you are guaranteed a prompt refund by your Bank of the amount so charged
- You can cancel the Direct Debit in good time by writing to your Bank

Signature(s):

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Date: / /

