



Establishment Services

www.americanexpress.co.uk/merchant

Please complete the whole form including the official use only box using a ball point pen and send it to:-

American Express Europe Ltd
52-01-007
Merchant Account Management
1st Floor, Amex House
Brighton BN88 1AH

Ref: WEB



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

To: The Manager

Bank/Building Society

Address

Postcode

Name(s) of Account Holder(s)

Branch Sort Code

Bank / Building Society Account Number

Reference Number (American Express Merchant Number)

9 4 2

Originator's Identification Number

9 4 8 4 1 2

FOR AMERICAN EXPRESS EUROPE LIMITED OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society

Merchant Name

Address

Postcode

Instruction to your Bank or Building Society

Please pay American Express Europe Limited 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 American Express Europe Limited 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.

PLEASE TEAR ALONG HERE



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 American Express Europe Limited will notify you five working days in advance of your account being debited or as otherwise agreed.
- If an error is made by American Express Europe Limited 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 American Express Europe Ltd, PO Box 72, Brighton BN88 1YR.