

Please complete the form below in **BLOCK CAPITALS** to instruct your Bank to make payments directly from your account. Then send it to:

**Hire Association Europe | Event Hire Association**  
**2450 Regents Court, The Crescent**  
**Birmingham Business Park, Solihull**  
**West Midlands, B37 7YE**



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 Branch

<b>To: The Manager</b>	
Bank or Building Society	
<b>Post Code</b>	

<p><b>FOR OFFICIAL USE ONLY</b></p> <p>This is not part of the instructions to your Bank/Building Society.</p>
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Originators Identification Number

9	4	0	7	4	4
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Reference Number (ID Number/Membership Number)

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**Instruction to your Bank or Building Society**

Please pay HAE EHA Direct Debits from the account detailed in this instruction to the safeguards assured by The Direct Debit Guarantee. I understand that this instruction may remain with HAE EHA and if so, details will be passed on electronically to my Bank/Building Society.

**Signature(s)** \_\_\_\_\_

**Date** \_\_\_\_\_

**Banks and Building Societies may not accept Direct Debit instructions for some types of account. Direct Debit Instructions are only acceptable for UK, Isle of Man and Channel Islands companies.**

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Please detach and retain your guarantee



**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, HAE EHA will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by HAE EHA 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 the letter to HAE EHA.