

General Teaching Council for England, Victoria Square House, Victoria Square, Birmingham B2 4AJ.

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

Please use black ink.

### Name and full postal address of your Bank (or Building Society)

To The Manager:  Bank

Address:



Postcode:

### Bank / Building Society account number

### Branch sort code

### Name(s) of account holder(s) (first 18 characters only)

Banks and Building Societies may not accept Direct Debit instructions for some types of account.

Originator's identification number:  6  7  0  3  6  7

Teacher Reference Number:   
(DfES Number)

Instruction to your Bank/Building Society.

Please pay the General Teaching Council for England Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with the General Teaching Council for England and if so, details will be passed electronically to my Bank/Building Society.

Signature(s):

Date:  D  D  M  M  Y  Y  Y  Y

The General Teaching Council for England.

Please detach and retain this section for your records.

## The GTC has selected Direct Debit as the preferred method of payment as it offers:

- A familiar, convenient method of payment which ensures that your registration with the GTC will be maintained. Once a Direct Debit instruction has been signed, it will continue until you cancel it;
- A money back guarantee if an error is made by either the GTC or the Bank or Building Society;
- A secure payment method;
- The lowest cost of collection.

The GTC will always provide you with notification, at least ten working days in advance, of any amounts it proposes to collect via Direct Debit instruction.

Make a note of the date you returned this form in this space

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, the General Teaching Council for England will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by The General Teaching Council for England 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 at General Teaching Council for England, Victoria Square House, Victoria Square, Birmingham B2 4AJ.