

Direct debit

Membership No: _____ Your name: _____

Please enter an email address where we can contact you: _____

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



Association for Project Management
150 West Wycombe Road
High Wycombe
Bucks HP12 3AE

Name(s) of Account Holder(s):

Originator's Identification no.

Bank/Building Society account no.

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Reference no.

Branch Sort Code

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Instruction to your Bank or Building Society:

Please pay **Association for Project Management** 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 **Association for Project Management**, and, if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address:	
Postcode:	

Signature(s):

Date:

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

Please return this form to:

Association for Project Management, 150 West Wycombe Road, High Wycombe, Bucks HP12 3AE.

Data Protection

The Association for Project Management (APM) will act as the data controller (as defined by the 1998 Data Protection Act) and will hold and process your data for the purposes of providing the necessary services to you in relation to your membership of the Association. Where it is necessary to fulfil your request, APM will share your information with either our local or overseas branches. Your information may be passed to selected clients in order to provide additional services, and we may from time to time contact you with details of programmes or materials that may be of interest to you, e.g., seminars and "Project" magazine. If you do not want to be included in this activity, please tick the box.

The Direct Debit Guarantee

- This Guarantee is offered by all Banks & Building Societies that take part in the Direct Debit Scheme. The efficiency & 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 APM will notify you at least 10 days in advance of your account being debited or as otherwise agreed.
- If an error is made by APM or your Bank or Building Society you are guaranteed a full & 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 us.