

CHAPTER

Friends Payment Form

Please return this form and your chosen method of payment, when completed, to Jennifer Kirkham, Chapter Arts Centre, Market Road, Cardiff, Wales, UK, CF5 1QE. Direct line 029 2035 3741 / Email jennifer.kirkham@chapter.org

Are your details correct? If you need to change anything, please amend the details below.

Name of recipient /s	
Email address	
Address	
Membership card number /s (5 white digits)	

I would like to buy (please tick relevant Box)

	Single	Single Concession	Joint	Joint Concession
Gold Friend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Silver Friend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bronze Friend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please select a payment method:

Online

Buy a Friends membership online by visiting www.chapter.org/friends

Direct Debit

I wish to pay my annual Friends membership of £___ by Direct Debit. Please complete the Direct Debit instruction overleaf and return to Chapter.

Cheque

I enclose a cheque for the amount of £___ made payable to 'Chapter (Cardiff) Ltd'

Phone

To buy an annual Friends membership by credit or debit card please call our Box Office on 029 2030 4400

WE'D LOVE TO KEEP IN TOUCH

Please help us to ensure we can keep in touch with you in the future by letting us know you are happy for us to contact you by post or email from time to time.

YES, I'm/ we're happy to receive Friends communications by email

YES, I'm/ we're happy to receive occasional requests for support and updates from Chapter by post by email

HOW TO CHANGE THE WAY WE KEEP IN TOUCH WITH YOU

Your privacy is important to us; we promise to keep your data secure at all times and not to sell or swap your details with anyone who isn't working on our behalf.

However, if at any time you would like to change the way we keep in touch with you or you would prefer not to be contacted in the future please contact fundraising@chapter.org

Direct Debit Form

Please complete the Direct Debit Instruction and return to Chapter. Do not send to your bank or building society.

Name and full postal address of your bank or building society

Bank/ Building Society Name	
Address	
Name(s) of Account Holders(s)	

Bank/ Building Society Account Number

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Branch Sort Code

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Service User Number

6	3	1	4	4	4
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Reference Number (For office use only)

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Instruction to your bank or building society to make a payment by Direct Debit

Please pay Chapter (Cardiff) Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this instruction will remain with Chapter and details will be passed electronically to my bank/building society.

Signature(s)	
Date	

This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.



If there are any changes to the amount, date or frequency of your Direct Debit, Chapter will notify you at least 10 working days in advance of your account being debited or as otherwise agreed. If you request Chapter to collect a payment, confirmation of the amount and date will be given to you at the time of the request.

If an error is made in the payment of your Direct Debit by Chapter or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society – if you receive a refund you are not entitled to, you must pay it back when Chapter asks you to. You can cancel a direct debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also send a copy of your letter to Chapter.