Please fill out the whole form including official use box, either digitally or using a ball point pen and send it to:

American Express Services Europe Limited
FAO Department 79,
1 John Street,
Brighton
East Sussex
BN88 1NH

Name(s) of account holder(s):

Bank/Building society account number:

Branch Sort Code:

Name and full postal address of your bank or building society:

To the Manager: Bank/Building society

Address

Postcode

Reference (American Express® Card Account Number):

Instruction to your bank or building society
Please pay American Express 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 and, if so, details will be passed electronically to my bank/building society.

Instruction to your bank or building society to pay by Direct Debit

Service User Number

9 9 0 0 3 7

Please tick your preferred Direct Debit option. This will be taken as communicated on your monthly statement. **The Minimum Due amount will be selected by default if not specified**

☐ **Minimum Due**
Pay the minimum due every month by Direct Debit. This will be taken on or around 20 days from your statement date each month.

☐ **Payment in Full**
Settle my balance in full every month by Direct Debit. This will be taken approximately 12 days from your statement date each month, as communicated on your monthly statement.

☐ **Pay a fixed amount £ ____ or ____% of Balance**
Pay a fixed amount or fixed percentage of the balance every month by Direct Debit. If this is less than the minimum due, the minimum due will be collected. Payment will be collected on or around 20 days from your statement date each month.

Please verify that the account details entered are correct and for an active, personal UK bank account in your name, and that you are the person required to authorise debits from the account. It is mandatory that a signature(s) is provided for all mandate requests, and joint ownership accounts require signatures from both account holders.

Ownership Type: Single ☐ Joint ☐

Signature

Signature 2

Date

D D M M Y Y

Banks and building societies may not accept Direct Debit Instructions for some types of accounts

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 accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit, American Express Services Europe Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request American Express Services Europe Limited 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 American Express Services Europe Limited 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 American Express Services Europe Limited requests 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 notify us of this change.