

The Entryphone Company Limited

Entryphone is a trade mark, registered in Great Britain No B 1037141

VAT Reg.No.239 5007 64 Co.No.614411

23 Granville Road London SW18 5SD Tel:020-8870 8635

Fax:020-8874 0066

Dear Subscriber

We are pleased to be able to offer payment of your account by Direct Debit. Direct Debit is the modern and safest way to pay for regular services.

You would be informed of the amount to be debited at least 10 working days before any change in the regular amount was charged to your account and you would be fully protected by the Direct Debit guarantee.

If you would like to use this method of payment please complete the form and be sure to return it to US to record the details and then we will send the form to your bank.

A freepost envelope is enclosed.

Please also give your email address _____

Yours faithfully

The Entryphone Company Limited

Installation address
PLEASE COMPLETE _____

Entryphone[®]

**Instruction to your
Bank or Building Society
to pay Direct Debits**



Please fill in the whole form and send it to: The Entryphone Company Limited, 23 Granville Road, London SW18 5SD

1 Name and full postal address of your Bank/Building Society

To: The Manager _____ Bank/Building Society
Address _____

_____ Postcode _____

4 Bank or Building Society account number

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5 Reference Please leave left box blank (14 ch & spaces max)

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6 Instruction to your Bank or Building Society

Please pay The Entryphone Company Limited 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 Entryphone Company Limited and if so, details will be passed electronically to my Bank/Building Society.

Signature(s) _____

Date _____

2 Name(s) of account holder(s) (18 ch & spaces max)

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3 Branch sort code

(from top right hand corner of your cheque)

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

This portion should be detached & 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 The Entryphone Company Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request The Entryphone Company 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 The Entryphone Company 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 The Entryphone Company Limited 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 notify us.