



DIRECT DEBIT RENEWALS

According to our records you set up a Direct Debit instruction last year for payment of your Membership Subscriptions and associated dues. If you wish to retain this payment method then you need take no further action as the system will automatically roll over and the collection(s) for your 2019/20 Membership Subscriptions will be taken from the account details currently held.

If you would like to change the regularity of Direct Debit payment or would like to cancel your Direct Debit mandate and pay by cheque then please inform the Secretarial office as indicated on your Subscription Notice. Failure to inform the office of your wish to alter the regularity of payment or cancel your Direct Debit mandate by 28th February 2019 will result in the automatic renewal via your current payment method.

Please inform the office if your bank details have changed as a new mandate will need to be obtained, completed and returned by 28th February 2019.

As was the case last year, a one off administration charge is applicable for payments made Half Yearly (£20), Quarterly (£40) and Monthly (£85). The administration charges highlighted are added to the first instalment. No administration charge is made for the one annual payment option.

As a reminder, spreading payments via Direct Debit is only available for the annual subscription element of the invoice and as such other dues such as insurance, locker, trolley store, practice ground scheme etc. are payable in the first instalment.

At the base of your Subscription Notice you will find the four payment options showing the collection dates and amounts due for each option. You will note that the first instalment is greater than the others to take into account the aforementioned administration charge and other dues (e.g. insurance, trolley store etc.).

The Club Rules state that subscriptions and other dues (if any) shall be paid in advance on 1st March in every year. Therefore Members are liable for the full subscription and other dues for the full year as at 1st March. If a Member defaults on a Direct Debit payment then the remaining balance will be due to the Club.

Please ensure that there are sufficient funds in your account at the time of the scheduled collection dates. Please also inform the Club should any of your details change such as name, bank details, address etc. Failure to adhere to the above could lead to default of payments. The Club will look to recover administration charges incurred if the Member is at fault for any declined payment.

The Direct Debit scheme is available to all adult Members who have been a Member for more than one year.

If you need assistance or further advice, please do not hesitate to contact Mark Duncalf (Assistant Secretary) 01253 724 206 or assistantsecretary@royallytham.org.