



NEW DIRECT DEBIT  
MANDATE

Automatic collection of fees by direct debit offers the greatest convenience and efficiency to members for renewal of annual subscriptions each year. The Royal College of General Practitioners operates two types of direct debit for collection of membership fees:

**SINGLE ANNUAL PAYMENT**

A lump sum payment due on or immediately after 1<sup>st</sup> April each year. A £10 reduction for a full year subscription will apply. For pro-rata payments, a pro-rata discount will be applied.

**QUARTERLY INSTALMENTS**

Payments are spread across four instalments due on or immediately after 1<sup>st</sup> April, July, October and January. A £5 reduction for a full year subscription will apply. For pro-rata subscription payments, a pro-rata discount will be applied.

A new mandate form (valid for accounts held in the United Kingdom only) is enclosed for completion if you should wish to use this method of payment. To ensure that your new Direct Debit instructions are implemented correctly it is essential that you also complete the section below and *return the whole of this sheet* along with your signed mandate form to the address below:

RCGP - Membership Services Department  
1 Bow Churchyard  
London  
EC4M 9DQ

You will receive a minimum of two weeks notice of the lump sum amount which is to be claimed (annual), or the total amount which is due for collection by instalments (quarterly).

Please do not hesitate to contact the Membership Services team on 020 3188 7766 if you require further assistance.

**RCGP Member Number:**

I wish to pay by (please tick):

**Single annual payment.**

**Quarterly direct debit  
Instalments.**

**Please note:** if you do not tick either annual or quarterly payments we will assume that collections are to be made on an annual basis.

\_\_\_\_\_  
**Name (please print):**

\_\_\_\_\_  
**Signature:**

**Date:** \_\_\_\_\_ / \_\_\_\_\_ / **2011**