



Instruction to your Bank or Building Society to pay by Direct Debit

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

Service User Number

Instalment Department
 MMA Insurance plc
 Norman Place
 Reading
 RG1 8DA

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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

FOR MMA INSURANCE PLC OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society.

CUSTOMER DETAILS

Customer's Name.....

Customer's Address

Policy Number.....
(if known)

Instruction to your Bank or Building Society

Please pay MMA Insurance plc 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 the MMA Insurance plc and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Print

Date

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 MMA Insurance plc will notify you seven working days in advance of your account being debited or as otherwise agreed. If you request MMA Insurance plc 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 MMA Insurance plc 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 MMA Insurance plc 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.

Application to Pay by Direct Debit

I/We apply to MMA Insurance plc to pay the premium due under the policy shown by monthly Direct Debit from my/our Bank/Building Society account until further notice. I/We have signed the Direct Debit Instruction overleaf or I/We have provided my/our bank details to my/our agent authorising MMA Insurance plc to debit my/our account with the appropriate monthly premium **(including credit charge and tax)** until further notice. MMA Insurance plc will give 7 working days notice of payment amounts or any subsequent amendments to these amounts resulting from policy adjustments. I/We understand that if my/our Bank/Building Society does not honour a Direct Debit request, cover under my/our policy will cease after 7 days' notice of cancellation has been given. I/We undertake to return immediately to MMA Insurance plc the Certificate of Insurance/Schedule in respect of any cancelled policy.

I/We understand that MMA Insurance plc will search the files of a credit reference agency and a record of that search will be recorded against my/our file whether or not my/our application is accepted. If credit is granted I/We understand that details of how I/We have performed in meeting my/our obligations under this agreement may be passed from MMA Insurance plc to one or more credit reference agencies. This information may be searched by credit granters and used in assessing applications for future banking, loan, hire or insurance facilities and for debt collection purposes.

I/We understand that MMA Insurance plc may refuse my/our application for credit. Under such circumstances MMA Insurance plc will write and advise me/us and allow me/us 7 days to pay the balance of premium. If I/We do not pay the amount out-standing within this period the policy will be automatically cancelled from the date that the 7 days' notice expires. I/We will be liable for any Time on Risk charges. I/We also understand that the agreement is not in force until after satisfactory credit references are received and acknowledged.

Acceptance Criteria

- (i) The minimum premium acceptable is £75.00 with no maximum limit, unless for Multi-Trip policies.
- (ii) The Direct Debit Instruction must be received by MMA Insurance within 4 weeks of the inception date of cover.
- (iii) The Direct Debit Instruction must be in the name of the policy holder, spouse, common law spouse, business partner or someone named on the policy.
- (iv) The proposer/payer must not have defaulted on any other credit agreement, have been made bankrupt or had County Court Judgements registered against them.

