BANK INSTRUCTION LETTER

HANSARD INTERNATIONAL

This form is **ONLY** to be used for **payments** from **one bank to another within the same country**

Please complete this form in block capitals in black ink and return it to: Hansard International Limited, 55 Athol Street, Box 192, Douglas, Isle of Man, IM99 1QL, British Isles.

To	The Manager
Name and full postal address of bank	
Telephone number	
Fax number	
Please make the following regular payments	✔ Single contribution ☐ Regular contribution
Contribution amount	Figures[1]
	Currency
	Words[1]
on	D D M M Y Y Y Y and (for regular contributions only) at
Frequency	☐ Monthly ☐ Quarterly ☐ Half-yearly ☐ Yearly
thereafter for a total period of	months or years

Account to be debited

Account name	
Account number	
Account holder signature	Date D D M M Y Y Y Y
Account holder signature	Date D D M M Y Y Y Y

Personal Information

Any personal information that you have provided on this form will be processed for the intended purpose. We may also use this information for any other purpose specified in the Hansard International Privacy Policy (HO2410O) which is available to view on our website; hansard.com. If you have any questions about the usage of your personal information, please contact our Data Protection Officer by emailing data.protection@hansard.com, or Hansard directly, using the details at the end of this form.

TO BE COMPLETED BY HANSARD INTERNATIONAL LIMITED

Beneficiary	Hansard International Limited
Account number	
Beneficiary's bankers	

[1] Any charges made by the remitting bank in the course of submitting funds to Hansard International Limited must be borne by the senders. This may mean that it is necessary to pay an amount in excess of the contribution due to the contract to cover these charges.

Swift address	
Payment details to be quoted	
Contract number	
Contract holder name	

Hansard International Limited
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Telephone: +44 1624 688000 Website: hansard.com
Registered Number: 032648C
Regulated by the Isle of Man Financial Services Authority