



Please fill in the whole form using a ball point pen and send it to:  
**Barclaycard, Dept BPS, 1234 Pavilion Drive,  
 Northampton, NN4 1ZU**

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

Service User Number

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To: The Manager	Bank/building society
Address	
Postcode	

#### Instruction to your Bank or Building Society

Please pay Barclaycard 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 Barclaycard and, if so, details will be passed electronically to my Bank/Building Society.

Name(s) of Account Holder(s)


Bank/Building Society account number

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Branch Sort Code

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Reference (Barclaycard Account Number).

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Signature(s)
Date

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

DD14

This is not part of the Instruction to your bank or building society and must be detached by Barclaycard before submission to the paying bank.

You need to select one of the options below otherwise we'll set your Direct Debit payment to the minimum payment option.

#### Full Payment

Please tick if you want the full Statement Balance to be taken (excluding future instalment plan payments).

#### Fixed Amount Payment

We will debit the amount specified each month or the minimum\* due, whichever is greater.

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#### Minimum Amount Payment\*

Payments will be debited from your Bank/Building Society in accordance with your agreement.

\*Your minimum payment is shown on your paper statement, on your e-statement, in Barclaycard online servicing and in the Barclaycard app

#### Contact Details (in case we need to contact you regarding this Direct Debit instruction)

Telephone Number	Email Address
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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, Barclaycard will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Barclaycard 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 Barclaycard 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 Barclaycard 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.

## Variation to Barclaycard Conditions of Use

**This Direct Debit Scheme operates in accordance with the agreements set out below and the Barclaycard Conditions of Use which otherwise remain unaltered.**

1. The Direct Debit amounts are variable and will be deducted from your Bank or Building Society account, in accordance with your agreement.
2. The payment due date for additional payments remain unchanged.
3. You should continue to pay your Barclaycard account in the usual way until confirmation is shown on your monthly statement that the Direct Debit is in operation.
4. Barclaycard reserves the right to withdraw the Direct Debit facility at any time, whereupon we will give you advanced notice in writing.