

Kingston Fencing Club – Standing Order Payment

Please use the form below to set up standing order payment for KFC fees. The form then needs to be sent to your bank. Alternatively, if you have PC or phone banking, the details on the form can be used to set up a standing order payment directly.

Please ensure that your membership number (or numbers if you are paying fees for more than one person) are included in the reference field. Unfortunately, this reference information is not available on our statements (although we can access it via the staff at the bank), so we need another mechanism to identify payments with people. Can you therefore return the top section of the form to the treasurer, to identify the name of the account (i.e. the name of the account holder(s) – this does appear on our statements) against the people for whom fees are being paid.

Account Name :

Member Name & Membership Numbers:

To the Manager of <i>(Your bank name & address)</i>	
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Reference account (*your account details*):-

Account Name	
Account Number	
Sort Code	

Please create a new standing order with beneficiary / payment details as follows :-

Account Name	Kingston Fencing Club
Account Number	11527681
Sort Code	40-44-39
Reference (<i>Membership number(s)</i>)	
Initial Payment Date (if any)	None / As soon as possible*
Initial Payment Amount (if any)	£
Regular Due Date & Frequency	Quarterly, starting 1 st Feb / May / Aug / Nov* 200 ____
Regular Payment Amount	£
Date of Final Payment	Until further notice
Signature(s)	

* Delete as applicable