



Irish Life

# Direct Debit Instruction (DDI) Instruction to your Bank to pay Direct Debits



Originators Identification No.(OIN)

3 0 3 5 8 7

Please complete parts 1 to 5 to instruct your Bank to make payments directly from your account.

Then return the form to:- **Irish Life Assurance plc, Lower Abbey Street, Dublin 1.**

1. Plan number (Max 18 chars)   
(Originators reference)

2. Please write the name & full address of your bank & branch)  
Bank   
Branch

3. Name of account holder

4. Sort Code  -  -   
& Account Number   
Please tick if you wish these details to apply to all plans

5. Your instructions to the Bank, and your Signature

- I instruct and authorise you to pay Direct Debits from my account at the request of Irish Life Assurance plc
- I confirm that the amounts to be debited are variable and may be debited on various dates.
- I shall duly notify the Bank in writing if I wish to cancel this instruction. I shall also so notify Irish Life Assurance plc of such cancellation.
- Irish Life Assurance plc may add these direct debits to any other direct debit amounts which are payable within the same calendar month and for which I have signed direct debit forms.

6. Direct Debit Collection date  of the month (1st to 28th only)  
Every month  Every 3 months  Every 6 months  Every Year

### The Direct Debit Guarantee

- This is a guarantee provided by your own Bank as a member of the Direct Debit Scheme, in which Banks and Originators of Direct Debits participate.
- If you authorise payment by Direct Debit, then
  - Your Direct Debit Originator will notify you in advance of the amounts to be debited to your account
  - Your Bank will accept and pay such debits, provided that your account has sufficient available funds
- If it is established that an unauthorised Direct Debit was charged to your account, you are guaranteed an immediate refund by your Bank of the amount so charged where you notify your bank without undue delay on becoming aware of the unauthorised Direct Debit, and in any event no later than 13 months after the date of debiting of such Direct Debit to your account.
- You are entitled to request a refund of any Variable Direct Debit the amount of which exceeded what you could have reasonably expected, subject to requesting your Bank within a period of 8 weeks from the date of debiting of such Direct Debit to your account.
- You can instruct your Bank to refuse a Direct Debit payment by writing in good time to your Bank.
- You can cancel the Direct Debit Instruction in good time by writing to your Bank

Signature  Date

Joint signature  Date

We cannot accept instructions to charge direct debits to a deposit or savings account.