

Calls to Membership Services may be recorded for monitoring and training purposes.

## Please COMPLETE and RETURN with your application for membership

To apply for membership of MPS subject to the terms and conditions of the MPS Memorandum and Articles of Association, please ensure you have completed all relevant sections of the form.

Please choose your preferred payment method from the list below and return this instruction with your application form and any enclosures to: **Membership Operations, Medical Protection Society Ltd, Victoria House, 2 Victoria Place, Leeds, LS11 5AE, UK** in the pre-paid envelope provided.

## How to pay your subscription

Please note: No payment will be processed until your application has been approved.

Payment methods (please tick one box below)

- Payment by debit/credit card in full.**  
Delta/Visa/Maestro/Mastercard payers only. (MPS does not accept American Express).  
You will be sent an invoice once your application for membership has been approved.
- Payment by Direct Debit – annual – see important information about Direct Debit payments below**  
To pay your subscription in a single Direct Debit payment please complete the instruction overleaf.
- Payment by Direct Debit – instalments (at no extra cost) – see important information about Direct Debit payments below**  
To pay your subscription by monthly Direct Debit (for subscriptions over £100) please complete the instruction overleaf.
- Payment by cheque in full.**  
Cheques should be enclosed when returning the form. They should be crossed and made payable to:  
Medical Protection Society Limited.

**Payments are subject to verification and acceptance of a payment by MPS does not of itself confirm membership and/or entitlement to request benefits.**

## IMPORTANT INFORMATION – Direct Debit Payments

If you choose to pay by Direct Debit in instalments, your MPS membership subscription payments will become due and payable on each of the Direct Debit payment dates as notified to you by MPS. The first subscription payment covers your MPS membership between the membership start date and the date of that subscription payment. Each following subscription payment covers your MPS membership between the date of that subscription payment and the previous subscription payment which became due and payable, and if it is the final subscription payment in a subscription period (again as notified by MPS to you) it also covers the period from the date of the subscription payment to the expiry of the subscription period.

If you fail to pay all or any part of your subscription for any period of membership we may suspend or terminate your membership and/or allocate any payments received by us in the manner set out in section 7(a) of the MPS Articles of Association. However, we do not consider failed payments as creating a debt to us since MPS membership is discretionary and, accordingly, we will not take legal action against you for your failure to pay.

## Instruction to your bank or building society to pay by Direct Debit



Please fill in the whole form using a ball point pen and send to: Member Operations, Medical Protection Society, Victoria House, 2 Victoria Place, Leeds LS11 5AE, UK. Member Services 0800 561 9000.

Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

Name(s) of account holder(s)

Bank/building society account number

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Branch sort code

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Service user number

4	3	4	3	1	3
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Reference

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FOR MPS OFFICIAL USE ONLY

This is not part of the instruction to your bank or building society.

**Instruction to your bank or building society**

Please pay MPS 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 MPS and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Banks and building societies may not accept Direct Debit Instructions for some types of account.

## 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 MPS will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request MPS 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 MPS 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 MPS 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.