

Please complete this form and send it to Chapterhouse with your standing order mandate

CHAPTERHOUSE BOOKING FORM

Proofreading and Editorial Skills Correspondence Course

Title: _____ Name: _____

Address: _____

Postcode: _____

Telephone: _____

Email: _____

Where did you see Chapterhouse advertised?

When did you first receive a Chapterhouse brochure? (please tick the appropriate box)

- Never
- Within the last month
- Within the last three months
- Within the last six months
- Within the last year

Course materials are despatched by second class post when we receive your first payment.

Office Use:

Student Reference Number:

	R	R	G	C
P/I				
P/P				
E/I				
E/P				
R				

Standing order mandate

Please complete this form
and send it to Chapterhouse
with your enrolment form

Proofreading and Editorial Skills

Please complete in **BLOCK CAPITALS**

Your bank details

To (name of bank): _____

Full address : _____

_____ Postcode: _____

Your account details

Account name: _____

Account number: _____ Sort code: _____

Your daytime telephone number: _____

Please set up the following standing order and debit my/our account accordingly:

Organisation to be paid:	Chapterhouse
Name and address of bank:	NatWest, 59 High Street, Exeter, EX4 3DL
Account number:	71421068
Sort code:	56 – 00 – 49

Details of payment: 1 payment of £32 + 10 monthly payments of £30 (total £332)

Date of first payment (£32): ___/___/___ (dd/mm/yy) (10 days from your signing form); **plus**

10 monthly payments of £30 on the following dates (start one month from date of first payment):

___/___/___ ___/___/___ ___/___/___ ___/___/___ ___/___/___
___/___/___ ___/___/___ ___/___/___ ___/___/___ ___/___/___

Confirmation

Customer(s) signature(s) : _____

Date: _____

Please return this form to Chapterhouse with your enrolment form.
Note that only UK customers can pay by standing order.

For office use

Note to bank. Please quote the following reference when sending payments:

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