

SEPA Direct Debit payment system

This scheme is only possible within EU countries

What is a SEPA direct debit?

With a SEPA Direct Debit you are instructing and authorising the EPNS to collect your fees directly from your account. If you select this to happen as recurrent payments (every year), it takes away the need for you to remember to pay your fees each year by ensuring regular, safe and efficient payments. On a pre-advised date each year, the EPNS will collect your annual fee directly from your account stated on the form. Afterwards you will receive written confirmation from the EPNS that your annual membership fee has been settled. Direct debit will substantially reduce our administration costs.

It's very simple, here is what you need to do:

1. If you are a member of an EU country, please visit <http://www.epns.info/index.php?c=2&ss=83>
2. Select 'payment by direct debit'
3. Print the 'SEPA direct debit mandate for SEPA core direct debits' forms.
4. The forms MUST be completed clearly, in full and signed.
5. Please note, the 'payee name' which you need to write on the form twice is 'EPNS'.
6. Please note 'Name of payer's payment service provider' is the name of the Bank where the account which will be paying the fee is held
7. If you select Mandate for a one-off payment – please confirm by writing in the 'Space for any other information provided by payer ' which year you would like to pay
8. If the account name that is going to be debited is different from the member's name – please add a note in the 'Space for any other information provided by payer' to say what the member's name is.
9. If you know your membership number, please write it in the 'Space for any other information provided by payer' (don't worry if you don't know your membership number though)
10. Remember to sign and date the form – please note that 'place' is the location (city) where the form is signed.
11. Keep the form 'copy for payer' for your records
12. Post the form 'copy for payee' to the address on the form OR scan a copy of the mandate and email to info@epns.info

We are delighted to offer members who opt to pay by this method a 10% reduction on all fees and, in the case of the combined fee for 2011/2012 a 15% reduction on the sum of the cost of the fees for the two years paid.