Application for payment of the Television Licence Fee by Direct Debit from a Bank Current Account

Television Licence Details

TV Licence Account Reference Number	
Full name on the Licence	
Address the Licence is to cover	
Mailing Address if different	
Phone Number	

Terms & Conditions and Payment Option

This Direct Debit Agreement will remain in force on a year to year basis until such time as it is cancelled. Any changes to the television licence fee will apply to all television licences purchased after the date on which the fee comes into force. An Post will notify you, by post, on an annual basis of the amounts due to be debited from your Bank Account.

Under this agreement you are legally obliged to pay the full cost of a television licence by Direct Debit. Non-receipt of any instalment due on your television licence fee will result in the revocation of the licence and you will then be obliged to purchase a replacement licence in full or face prosecution for breach of Wireless Telegraphy Legislation.

In the event of changing your bank or bank account number, please remind your bank of this Direct Debit in order to prevent failure of An Post payment requests.

The television licence fee may be paid by an annual debit or by instalments. Please tick the box indicating the frequency of direct debiting that you require, annually, bi-annually, quarterly or monthly. Where a direct debit mandate is being set-up in respect of a renewal licence, the existing expiry date of the licence will remain unchanged and any arrears due to the date of the set-up will be collected in the first instalment.

Debit Frequency **Annual** ☐ **Bi-annually** ☐ **Quarterly** ☐ **Monthly** ☐

Instruction to your Bank to pay Direct Debits

An Post, 1/2 Upper O'Connell St, Dublin 1 Originators Identification No	3 0 0 4 5 0
Bank Account Holder's Name	
Bank Account Number	
Bank Sort Code	- -
Name and Address of Bank	

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 you so 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 by writing in good time to your Bank

I hereby instruct my Bank to pay Direct Debits from my account at the request of An Post. 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 An Post of such cancellation.

I agree to the terms and conditions of paying my television licence fee by Direct Debit from my Bank Current Account. I fully accept my legal obligation to pay the television licence fee in full and that failure to do so may result in revocation of the licence. In such circumstances, I will then be obliged to purchase a replacement licence in full or face prosecution for breach of Wireless Telegraphy Legislation.

Customer Signature	
Date	

Please complete and return to your local TV Licence Records Office

BANKS MAY REFUSE TO ACCEPT INSTRUCTIONS TO PAY DIRECT DEBITS FROM SOME TYPES OF ACCOUNTS