

Associate and Fellow Reinstatement Form

Please read the guidance notes below, complete the form in **BLOCK** capitals and email to customerservices@libf.ac.uk

GUIDANCE NOTES

1. This form is for reinstatement of membership at the previous level you have held including Associate and Fellow
2. To ensure your application is processed as quickly as possible please ensure that you have correctly completed all sections of this form. Incomplete forms will be returned.
3. Applications made after 1 July 2021 will be charged at half the full subscription rate.
4. If you re-join after the 12 August 2021 and select to pay by direct debit (applied to UK bank account holders only) you will not be required to pay a fee for this years subscription fee, and your first payment will be collected in 2022.
5. By reinstating your membership you are automatically agreeing to the terms and conditions of membership which can be found on our website at libf.ac.uk/membership/terms

Categories	2021 Fees
Associate	£128
Fellow	£175

YOUR DETAILS

Title (eg Mr)	_____	First name(s)	_____
Last name	_____	Date of birth	_____
Private address	_____		

Postcode	_____	Country	_____
Email address	_____	Telephone	_____
Employer name	_____	Job title	_____
Business address	_____		

Postcode	_____	Country	_____

Please indicate which address you would prefer us to use for correspondence: Private Business

MEMBERSHIP REINSTATEMENT

- Joining period 1 January 2021 – 30 June 2021
 1 July 2021 – 31 December 2021

YOUR DETAILS

Please write your previous membership number (if known) in the boxes provided (this normally starts with the first letter of your surname)

USING YOUR PERSONAL INFORMATION

We will use and protect your personal data in accordance with current data protection legislation to process your application. Further details, including your rights, the disclosure of data to third parties, storage, retention and how to amend your personal data, can be found within our **Privacy Notice** (www.libf.ac.uk/privacy).

DECLARATION

I declare that the information contained in this form is true and accurate and agree to abide by The London Institute of Banking & Finance **Code of Ethics**

Signed _____ Date _____

PAYMENT DETAILS

Please tick the appropriate option and complete payment details as applicable

- Cheque** - I enclose a cheque in pounds sterling, made payable to The London Institute of Banking & Finance.
- Credit Card/Debit Card** - I authorise The London Institute of Banking & Finance to debit my Visa / MasterCard / debit card for the total payable

Card number _____ Expiry date ____/____/____ Valid from ____/____/____
Issue number _____ (if applicable) Security number* _____ Signed _____ Date _____

*This is the last 3 digits found on the signature strip on the reverse of your card.

Bank transfer - You can transfer your subscription directly into our bank account, please include your membership number as a reference. Barclays Bank Plc, Sort Code: 20-18-00 Account Number: 10514632, International Bank Account Number (IBAN): GB22 BARC 2018 0010 5146 32. Overseas members should ensure that they pay all bank charges when submitting their payment to our bank account.

Direct Debit - Please complete and return the Direct Debit instruction below. Please note that you can only select to pay by direct debit if you rejoin after the 12 August and have a bank account in the UK.

DIRECT DEBIT INSTRUCTION FOR MEMBERSHIP (UK BANK OR BUILDING SOCIETY ACCOUNTS ONLY)

Please fill in the form and send to The London Institute of Banking & Finance, 4-9 Burgate Lane, Canterbury, Kent CT1 2XJ



Name(s) of account holders

Bank or building society account number

Branch sort code

- -

Name and full postal address of your bank or building society

To: The Manager Bank/Building Society

Address

_____ Postcode _____

Instruction to your bank or building society to pay by direct debit

Service User No

Reference

Instruction to your bank or building society

Please pay The London Institute of Banking & Finance 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 The London Institute of Banking & Finance 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 (A COPY OF THIS GUARANTEE SHOULD BE RETAINED BY THE PAYER)

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 The London Institute of Banking & Finance will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The London Institute of Banking & Finance 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 The London Institute of Banking & Finance 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 The London Institute of Banking & Finance 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.