## Cofunds Pension Account Investment by Direct Debit -Regular Contributions



## The Cofunds Pension Account is provided by Suffolk Life

This form must be completed when setting up or amending a regular contribution to a Cofunds Pension Account. If both you and your employer intend to make regular contributions, please use an additional Direct Debit instruction.

Please fill in the whole form using a ballpoint pen and send it to:	DIRECT
Cofunds Limited PO Box 1103 Chelmsford CM99 2XY	Service User Number  3 8 8 5 5 1
Name(s) of account holder(s)	Reference
Bank/Building Society Account Number  Branch Sort Code  Banks and Building societies may not accept Direct Debit instructions from some types of account.	Instruction to your bank or building society  Please pay Suffolk Life 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 Suffolk Life or Cofunds Ltd and, if so, details will be passed electronically to my Bank/Building Society.
To: The Manager Bank/Building Society  Address	Signature Date
Postcode	Signature Date

This Guarantee should be detached and 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 Cofunds Ltd will notify you five working days in advance of your account being debited or as otherwise agreed. If you request Suffolk Life 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 Suffolk Life, Cofunds Ltd 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
- $\hbox{- If you receive a refund you are not entitled to, you must pay it back when Cofunds Ltd asks you to}\\$
- 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.