



# BANK INSTRUCTION LETTER

## FOR CERTAIN<sup>#</sup> NON-EURO PAYMENTS ONLY

HANSARD

*This form is to be completed if a Direct Debit Instruction cannot be used.*

*Please fully complete this form in block capitals in black ink and return it to: Hansard Europe Limited, PO Box 43, Enterprise House, Frascati Road, Blackrock, Co. Dublin, Republic of Ireland.*

To	The Manager	
Name and full postal address of Bank		
Tel. No.		Fax No. <input type="text"/>

Please effect the following by SWIFT

Single payment/Regular payments<sup>†</sup> of

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Currency      Amount in Figures\*      Amount in Words\*

day	month	year
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On \_\_\_\_\_ and (for regular payments only) at monthly/quarterly/half-yearly/annual <sup>†</sup> intervals thereafter for a total period of \_\_\_\_\_ months/years <sup>†</sup>

Beneficiary	Hansard Europe Limited	<b>TO BE COMPLETED BY HANSARD EUROPE LIMITED</b>
Account Number	<input type="text"/>	
Swift MT100 to Beneficiary's Bankers	HSBC Bank plc, International Branch, London, EC2P 2BX, United Kingdom.	
	Swift address <b>MIDLGB22</b>	Sort Code 40 - 05 - 15
Payment details to be quoted	Policy Number	
	Policyholder Name	
<b>SEPARATE COVER MESSAGE</b>		
Swift MT202 to Correspondent Bank	<input type="text"/>	

Account to be debited

Account Name	<input type="text"/>
Account Number	<input type="text"/>

Signature(s) of Account Holder(s) \_\_\_\_\_

Date	<input type="text"/>	<input type="text"/>
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# This form is only appropriate for non-Euro payments where our Bank Account is with HSBC Bank, plc International Branch. For any other non-Euro payments please ask for form EO02530.

† Please delete as necessary.

\* Any charges made by the remitting bank in the course of submitting funds to Hansard Europe Limited must be borne by the senders. This may mean that it is necessary to pay an amount in excess of the contribution due to the Plan to cover these charges.



# BANK INSTRUCTION LETTER FOR EURO PAYMENTS ONLY

HANSARD

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*Please fully complete this form in block capitals in black ink and return it to: Hansard Europe Limited, PO Box 43, Enterprise House, Frascati Road, Blackrock, Co. Dublin, Republic of Ireland.*

To	The Manager	
Name and full		
postal address of		
Bank		
Tel. No.		Fax No. <input type="text"/>
	BIC# <input type="text"/>	IBAN# Number <input type="text"/>

Please effect the following by SWIFT

Single payment/Regular payments<sup>†</sup> of

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Currency      Amount in Figures\*      Amount in Words\*

On 

day	month	year
-----	-------	------

 and (for regular payments only) at monthly/quarterly/half-yearly/annual <sup>†</sup>

intervals thereafter for a total period of \_\_\_\_\_ months/years <sup>†</sup>

Beneficiary	Hansard Europe Limited		<b>TO BE COMPLETED BY HANSARD EUROPE LIMITED</b>
Account Number	37593018		
IBAN#	GB05MIDL40051537593018		
Swift MT100 to Beneficiary's Bankers	HSBC Bank plc, International Branch, London, EC2P 2BX, United Kingdom.		
	Swift address (BIC# )	MIDLGB22	Sort Code 40 - 05 - 15
Payment details to be quoted	Policy Number		
	Policyholder Name		
SEPARATE COVER MESSAGE Swift MT202 to Correspondent Bank	<input type="text"/>		
	<input type="text"/>		

Account to be debited		
Account Name	<input type="text"/>	
Account Number	<input type="text"/>	BIC# <input type="text"/>
IBAN#	<input type="text"/>	
Signature(s) of Account Holder(s)	<input type="text"/>	<input type="text"/>
Date	<input type="text"/>	<input type="text"/>

# For all Euro transactions between bank accounts held in EU member states, it is ESSENTIAL to quote the BIC (Bank Identification Code) and the IBAN (International Bank Account Number). This information should be available from your Bank Statement. If this transaction is not from an account held in a EU member state, it is not necessary to quote these references.

† Please delete as necessary.

\* Any charges made by the remitting bank in the course of submitting funds to Hansard Europe Limited must be borne by the senders. This may mean that it is necessary to pay an amount in excess of the contribution due to the Plan to cover these charges.