

If you have a UK bank account you must pay by Direct Debit to clear the balance each month. Therefore, please ensure you complete the Direct Debit Instruction on page 3.

Legal Business Name:		Date Established:	
Operating/Trading As:		Website:	
Phone No:	Fax:	Email:	

Postal address for deliveries:			
City:	County:	Country:	Post Code:

Postal address for invoices if different to delivery address:			
City:	County:	Country:	Post Code:
Email address for statements:			

Business Status (please tick)	<input type="checkbox"/> Limited Company	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor
Company Reg No:	VAT No:		
Annual Turnover:	No. of Employees:		
The credit limit will be set to the maximum of £1,000. If you require a lower limit please state the amount: £			

Please provide details of Partners/Proprietors and confirm that those named are Authorised Signatories for the organisation

Name	Position	Authorised Signatory?
1)		
2)		
3)		
4)		

Is your organisation a subsidiary or a member of a larger corporate group?	Yes/No
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If YES, please complete the rest of this section

Parent Company or Group Name:			
Parent Company or Group Address:			
City:	County:	Country:	Post Code:
Does the Parent Company or Group Guarantee Debts?			
If YES, please give details			

Bank Reference:	Bank Name:	Tel:	Fax:
Branch Address:			
City:	County:	Country:	Post Code:
Account Manager:			
Current Account Number:		Sort Code:	
(If your organisation has more than one bank please ensure you give details of the bank where your main business accounts are held)			

Trade Reference:	Company Name:	Tel:	Fax:
Address:			
City:	County:	Country:	Post Code

Trade Reference:	Company Name:	Tel:	Fax:
Address:			
City:	County:	Country:	Post Code

The information provided on this form will be used for the purpose of processing your application for a Trade Account with the RYA. The legal basis for collecting this information is contract, or anticipation of a contract. Information about third parties is collected for our legitimate interest in assessing your suitability for a Trade Account. All information provided to the RYA will be used and stored in accordance with our Privacy Policy, and may be shared with third parties such as credit reference agencies.

By signing this Credit Application/Agreement the individual executing the application below on behalf of the Customer, individually and personally, represents and warrants to the Royal Yachting Association that:

- 1) He/she is authorised to execute this Application on behalf of the Customer;
- 2) The information set forth in this Application is accurate and complete;
- 3) The Customer agrees that in the event of any dispute under this Agreement the prevailing party will be entitled to recover its costs including legal fees and collection agency fees;
- 4) This Agreement is subject to laws of England and any legal action taken under this Agreement will be subject to those laws;
- 5) That for those applicants with a UK bank account, the RYA shall be permitted to collect all sums owed by the Customer using a single direct debit payment once in every month. For those applicants without a UK bank account, a single monthly payment will be made to the RYA and credit terms are up to 10 working days from the issue of a monthly statement.

Interest may be charged on all overdue accounts at the rate of 1.5% above Bank of England Base Rate per month.

In signing this Agreement the Customer agrees to all of the above and hereby grants permission for credit information to be verified by the companies and banks that the Customer has specified on this document.

The undersigned also understands that the RYA will retain this Application, whether or not it is approved, and that the RYA will consider this Application as a continuing statement of the undersigned's financial position and situation until notified otherwise by the Customer.

In order for the RYA to sell, and continue to sell to the Customer, the Customer hereby represents and warrants that it is solvent and that it pays its obligations as they become due. The preceding representation and warranty will be deemed to be repeated for each purchase by the Customer.

Faxed and Emailed documents will be deemed as original. No oral agreements will be accepted.

Please note: A new credit account application must be submitted to the RYA in the event of any change to the Partners/Proprietors listed on the front page of this credit account application.

The Customer will be notified in writing as to whether the Credit Application is successful or not and informed of any Credit Limit set. **Credit is extended to the Customer at the RYA's discretion, and can be reduced or withdrawn at the RYA's discretion.**

The terms on this Credit Application/Agreement override all others.

For and on behalf of – Company Name:	
Authorised Signature:	
Name (please print):	
Position:	Date:

The Application/Agreement must be completed in full in order to be processed.

Post to: Account Department, RYA, RYA House, Ensign Way, Hamble, Southampton, SO31 4YA

Email: jo.harbut@rya.org.uk



Instruction to your Bank or Building Society to pay by Direct Debit

Royal Yachting Association
RYA House
Ensign Way
Hamble
Southampton
SO31 4YA

Name(s) of Account Holder(s)

Bank/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

Reference

Service user number

9 5 5 2 1 3

For Royal Yachting Association official use only. This is not part of the instruction to your Bank or Building Society

Please complete the below details so we can match this instruction to our records

Centre/Customer Name

RYA Customer Number

If the Account Holder name is different to the Centre/Customer Name please also provide the below

Account Holder Address

Postcode

Telephone

Email address

Instruction to your Bank or Building Society

Please pay the Royal Yachting Association 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 Royal Yachting Association 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

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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 the Royal Yachting Association will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the Royal Yachting Association 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 Royal Yachting Association 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 Royal Yachting Association 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.

Paying by Direct Debit

Paying by Direct Debit is a convenient and safe method to pay invoices which saves you time by paying your invoices automatically.

Terms and conditions

The Direct Debit Service

The Direct Debit service is made available by the RYA by means of a variable Direct Debit Instruction with funds being requested and transferred under BACS.

A Direct Debit will take 5 working days to set up from the date the completed Direct Debit Instruction is received by the RYA.

Eligibility

You must have a valid UK Bank or Building Society account.

You must complete and return a valid Direct Debit Instruction within this document.

In some cases another company may pay for your invoices. This company can sign up to pay these invoices by Direct Debit. Please complete the appropriate details on the Direct Debit Instruction. The notification will be sent to the paying company.

Direct Debit Notifications

A Direct Debit notification will be sent to you (by email wherever possible) at the start of each month itemising the invoices raised in the preceding month, the total amount due and the date that payment will be taken from your bank or building society account.

Payment will be taken from your account on or around the 10th working day of the month. This is to allow time for any queries to be resolved prior to payment so that the Direct Debit is for the correct amount.

You must ensure that there are sufficient cleared funds available in your nominated account to pay the amount due on the collection day. If for any reason you are aware that the Direct Debit collection will fail, you should notify the RYA immediately and use an alternative method to make payment.

When an invoice on the notification is disputed, payment will not be requested for that invoice until the dispute has been resolved. If a dispute has been noted after a payment has already been requested the RYA will retain the amount paid until the dispute is resolved, thereafter making a refund if appropriate.

Returned payment

If notification of a rejection is received by the RYA, the accounts team will then contact you to inform of this and you must arrange for payment to be made by another method. No further invoices can be put on your account until the balance is cleared.

If a Direct Debit is rejected on three separate occasions within a six month period then the RYA will no longer process your payments by Direct Debit and you will need to pay by other means.

Amendments

The RYA reserves the right to refuse use of the Direct Debit Payment service to anyone at any time and for any reason whatsoever in its absolute discretion. Further, the RYA reserve the right to modify or discontinue (permanently or temporarily) the Direct Debit payment service to you or all recipients at the discretion of the RYA.

Cancellation

You can cancel your Direct Debit at any time by writing to your bank or building society. Please send a copy of this letter to the RYA. Please note if you cancel your Direct Debit any overdue balance will become immediately due.

Credit limit

The total of amounts due must remain within your agreed credit limit. If your credit limit is reached and you wish to purchase further goods or services these can be paid for by debit card, credit card or BACS transfer. Once the Direct Debit notification has been sent to you informing you of the amount to be taken by Direct Debit, the balance on your account balance will be set back to £0.

Outstanding invoices owed

If you have outstanding invoices owed to the RYA when you sign to the Direct Debit Payment service, payment for these will be taken with your first Direct Debit payment.

Affiliated Clubs

If you are also an RYA affiliated Club that pays the RYA Annual Affiliation fee by Direct Debit, the Affiliation fee will now be taken as part of this payment run of this process. Please ensure you have informed the Club Treasurer.

By signing the Direct Debit Instruction you are confirming you have read and accept these terms and conditions.

The individual completing the application on behalf of the Customer individually and personally, represents and warrants to the Royal Yachting Association that he/she is authorised to execute this Application on behalf of the Customer.