

**How do you wish to pay your subscription renewal. See important information about Direct Debit payments overleaf.**

**Payment methods**

**Payment by debit/credit card in full.** (Please note: MPS does not accept American Express or Laser cards). Delta, Visa, Maestro or Mastercard payers can register to pay your renewal subscription in full in two ways:


- 1. Via the MPS website** or directly from [medicalprotection.org/payments](http://medicalprotection.org/payments)
- 2. By calling Member Services on 0800 561 9000**  
(You will be transferred to a secure phone service, where you can input your details using your phone keypad).

**Payment by Direct Debit** – You can pay your subscription in a single payment or by monthly payments (for subscriptions over £100), in two ways:

- 1. By calling Member Services on 0800 561 9000** and providing your account details, over the phone.
- 2. By completing and returning the instruction below.**

**Payment by cheque in full.** Cheques should be enclosed when returning this form. They should be crossed and made payable to the Medical Protection Society Limited. Please quote your full name and membership number on the back of the cheque.

**Payments made are subject to verification and acceptance of a payment by MPS does not of itself confirm membership and/or entitlement to apply for benefits.**

 **An easy way to pay**

Provided your annual subscription is not less than £100, you can spread the cost of your subscription at no extra cost by paying in monthly instalments by Direct Debit. We strongly recommend that you choose this payment option since it offers a number of notable advantages to both you and MPS.

**Ease of payment**

Spreading out payment on a monthly basis year will assist your personal cash flow.

**No surcharge**

There is no additional interest or administrative charge if you pay in instalments.

**Efficiency**

Collection of your subscription by Direct Debit is more efficient for the MPS, allowing us to achieve cost savings which can ultimately be passed on to you, the member.

**Convenience**

Your subscription will be renewed automatically each year. However, if your personal or professional circumstances have changed you must contact Member Operations to ensure that you are paying the correct subscription.

**Security**

Automatic renewal of your MPS membership will help avoid a lapse in your membership.

**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 MPS will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request MPS 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 MPS 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 MPS 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 MPS.



**Instruction to your bank or building society to pay by Direct Debit**



Please fill in the whole form using a ball point pen and send to: Member Operations, Medical Protection Society, Victoria House, 2 Victoria Place, Leeds LS11 5AE, UK. Member Services 0800 561 9000.

Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

Name(s) of account holder(s)

Bank/building society account number

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Branch sort code

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Service user number

4	3	4	3	1	3
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Reference

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FOR MPS OFFICIAL USE ONLY  
This is not part of the instruction to your bank or building society.

**Instruction to your bank or building society**

Please pay MPS 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 MPS 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.

# YOUR MEDICAL MEMBERSHIP

## MEDICAL PROTECTION SOCIETY

Victoria House  
2 Victoria Place  
Leeds LS11 5AE, UK

Member Services (UK) 0800 561 9000  
(IRL) 1800 509 441  
International code +44 (0)113 243 6436  
Facsimile +44 (0) 113 241 0500

medicalprotection.org  
memberhelp@medicalprotection.org

## IMPORTANT INFORMATION ABOUT DIRECT DEBIT PAYMENTS

If you choose to pay by Direct Debit in installments, your MPS membership subscription payments will become due and payable on each of the Direct Debit payment dates as notified to you by MPS. The first subscription payment covers your MPS membership between the membership start date and the date of that subscription payment. Each following subscription payment covers your MPS membership between the date of that subscription payment and the previous subscription payment which became due and payable, and if it is the final subscription payment in a subscription period (again as notified by MPS to you) it also covers the period from the date of the subscription payment to the expiry of the subscription period.

If you fail to pay all or any part of your subscription for any period of membership we may suspend or terminate your membership and/or allocate any payments received by us in the manner set out in section 7(a) of the MPS Articles of Association. However, we do not consider failed payments as creating a debt to us since MPS membership is discretionary and, accordingly, we will not take legal action against you for your failure to pay. Payments made are subject to verification and acceptance of a payment does not of itself confirm membership and/or entitlement to request benefits.

## IMPORTANT! – Your Personal Information and Data

When interacting with MPS, you may choose to give MPS information about your criminal convictions and offences (including alleged offences), your health, race, ethnic origin, sex life, sexual orientation and trade union membership ("Special Category Data"). This happens where that information is relevant to your membership or the actual or potential provision of advice, assistance or indemnity. We may also receive Special Category Data about you from others in connection with membership or advice, assistance or indemnity (e.g. from a complainant, claimant, witness, expert, court or regulator).

To find out more about how we collect, use and handle your data including Special Category Data, please see the Privacy Statement on our website [medicalprotection.org](http://medicalprotection.org).

**When you tick the box below, you expressly consent to MPS processing your Special Category Data for the purposes of providing you with membership and its benefits (including assistance and indemnity).**

I consent

You may withdraw consent to such processing by contacting MPS, but if you do so we will no longer be able to provide you with membership and its benefits.

## Important – Your right to practice

Please note that failure to hold adequate and appropriate insurance or indemnity in respect of your professional practice could result in General Medical Council (GMC) sanction and, ultimately, the loss of your licence to practice medicine. GMC guidance makes it clear that you should provide an indemnity provider, such as MPS, with accurate and up to date information about the scope and nature of your practice and review your membership at regular intervals to make sure that it continues to provide sufficient indemnity for all your medical work.

Medical Protection  
Member Operations  
Victoria House  
2 Victoria Place  
Leeds, LS11 5AE

Tel: **0800 561 9000**

(Mon-Fri: 8am to 6.30pm)

Calls to Member Services may be recorded for training and monitoring purposes

**medicalprotection.org**  
**member.help@medicalprotection.org**

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