



Member name  
And address

5 July 2008

**URGENT ACTION REQUIRED**

Dear Member

I am writing to inform you that due to various problems with the "Club Dundee" Direct Debit system we have had to take an essential course of action and change our bank account and to simplify the process the Direct Debits will now be replaced by a Standing Order.

I have enclosed your Standing Order mandate for you to check, sign and date. If everything is in order I would be grateful if you could instantly return the completed mandate in the stamped addressed envelope provided.

If you have any queries regarding your standing order can you please contact me on 01382 889966.

Your prompt action in returning the Standing Order Mandate will help us change the transaction process quickly and will be very much appreciated.

Yours sincerely

Laura Hayes  
Club Dundee  
01382 889966