

HOW TO MAKE NEXT SEMI ANNUAL INVOICE PAYMENTS TO ROTARY INTERNATIONAL?

The Single Euro Payments Area (SEPA) has set standards for pan European payments that are replacing national schemes since 1st July 2014. As SEPA covers a zone for the euro in which all electronic payments are considered **domestic**, the difference between national and intra-European cross border payments no longer exists, **minimizing costs**. Rotary International Europe/Africa Office (RI EAO) has already migrated towards SEPA by endorsing some of these simple, secure and convenient payment tools: besides the SEPA Credit Transfer* used by many clubs, RI EAO is now offering clubs to settle future per capita dues with **SEPA Direct Debit**.

What is SEPA Direct Debit (SDD) and how does it work?

SDD allows RI EAO to collect funds from a club's bank account each semester, provided a signed **Mandate** has been granted by the club to RI. Each semi-annual period, RI will send the invoice to the club as a pre notification before collecting any dues. The invoice includes the collection date and amount, allowing full **transparency** of the process.

Advantages and characteristics of SEPA Direct Debit (SDD) at a glance:

- **Simple, safe, expedient** means of paying the invoice
- The invoice is settled automatically, on due date (no worrying whether the invoice has been paid and no dealing with a reminder notice when you forget to pay on time)
- The invoice automatically settles with the RI exchange rate, leaving no open balance
- No requirements to write and post a check or place a bank transfer order
- Fewer bank charges (the fees are considered domestic, not cross border)
- Debtors can request a refund of the debited amount within an eight week period after the due date without having to give a reason for the refund
- Debtors are entitled to instruct their bank not to accept any direct debit collections.

Would you like your club to participate in this scheme, starting with the January 2015 invoice?

Kindly either return now the attached mandate by email to directdebit.eao@rotary.org OR post it to "Rotary International Europe and Africa Office, Witikonerstrasse 15, CH-8032 Zurich".

If you wish for further clarification on SDD, do not hesitate in contacting your financial services representative at EAO.

Looking forward to enrolling your club in the SDD scheme,
With our best regards,

Myriam Champenois
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* Ask for bank instructions to your EAO financial representative if needed