

Setting up a direct debit with GoCardless

Please note that registering in this way allows you to set up an individual user account with GoCardless where you can manage your direct debit payments to the LMS, including changing your bank details.

The following is a step-by-step guide on setting up a direct debit with GoCardless:

- Members can set up a direct debit online via www.lms.ac.uk/gocardless-payment/lms-set
- You will be directed to the GoCardless website where you will be asked to enter your details.
- Please remember to use a secure password.
- Please note the form requests a UK billing address. *If you live outside the UK, we advise that you enter the address of the bank/building society of your UK account from which the direct debit will be collected.*
- We encourage you to read the terms and conditions and the direct debit guarantee at the bottom of the page before pressing the “continue” button.
- GoCardless will then ask you to confirm your details.
- Once you have confirmed the set up of your direct debit, you will be directed to the LMS webpage for membership login and a message will appear to confirm the direct debit has been set up.
- You will also receive a separate email direct from GoCardless to confirm the direct debit has been set up.

Please note the Society will only charge you the relevant amount for your subscription, as has previously been advised, and you will receive an email from GoCardless not less than 3 working days in advance of the payment being debited from your bank account.

Before each collection, you will receive an email from GoCardless to confirm the amount to be collected and the date on which this will be debited from your bank account.

If you have any queries, please contact Membership (membership@lms.ac.uk)