

## METHODS OF PAYMENT

Please note that any payment received by the Solicitors Regulation Authority (SRA) without an accompanying application form will be held for a maximum of 30 days before being returned to the sender.

Payment may be made using any of the following methods:

### PAYMENT DIRECT FROM YOUR BANK

You may pay direct to the Law Society's bank account. **All charges must be paid by the remitter** and the remitter's name and SRA number **must** be quoted as a reference.

Please complete the confirmation form and return it **with** your completed application **once you have instructed your bank** to make payment direct. You must ensure you instruct your bank to make the payment, as our Finance Department is unable to request the payment for you.

Please complete the details below.

Authorised payment to be made to:

Barclays Bank Plc, 54 Lombard Street, London, EC3V 9EX

Account No: **20440876**  
Sort Code: **20-32-29**  
Account Name: **The Law Society Regis Income**  
IBAN: **GB90 BARC 2032 2920 4408 76**  
SWIFT: **BARCGB22**

Application form (title)

Date of transfer

Amount paid (£)

Applicant/Organisation

Applicant SRA number

Contact number or  
Email address

**Please ensure your SRA number is quoted by your bank with the bank transfer. If we are unable to identify your payment it may cause a delay in the processing of your application.**

## CREDIT/DEBIT CARD

This form requires a formal signature. Please return it by post or fax with your application form.

**Please note we do not accept Diners, American Express or Laser (Maestro cards issued in the Republic of Ireland).**

Please inform your bank prior to making this payment to ensure payments are not declined due to standard bank security checks. If you are advised by your bank that payment has not been made please contact us immediately as your application will not be processed until all funds are received.

Card type: Visa

MasterCard

Visa (Delta)

Maestro

Electron

Card number

Expiry date

Issue number (Maestro only)

**Please complete the CV2 code (3 digit number on card reverse) at the bottom of this page**

Name of cardholder

I authorise the Law Society to debit £  from my credit/debit card

I understand that there is a handling charge of 1.75% on all card transactions

Signed

Date

Application form (title)

Applicant/Organisation

Applicant SRA number

Contact number or  
Email address

**CV2 CODE**

## CHEQUE

Please make your cheque payable to the **Law Society** and put your SRA number on the back of the cheque.

## CHEQUES/BANKERS DRAFTS RAISED OUTSIDE OF THE UNITED KINGDOM

Please include an additional £20.00 to cover currency conversion fluctuations and bank charges if cheque is non-Sterling.

**All foreign cheques must be endorsed, i.e. signed and dated on the reverse by the drawer.**

Please note it can take up to 8 weeks for a foreign cheque to be negotiated and your application will not be processed until cleared funds have been received. The SRA does not accept postal orders drawn outside the United Kingdom (UK).

## WHERE TO RETURN THIS FORM AND PAYMENT

Once completed, please send this form, together with your completed application form to;

By post: Operations, Solicitors Regulation Authority, Ipsley Court, Berrington Close, Redditch, Worcestershire, B98 0TD

By DX: DX19114 Redditch

By fax: +44 (0) 1527 519150.

**Please note we are unable to accept credit or debit card details by email due to Payment Card Industry (PCI) compliance regulations.**

**For further details please visit:**

[https://www.pcisecuritystandards.org/security\\_standards/pci\\_dss.shtml](https://www.pcisecuritystandards.org/security_standards/pci_dss.shtml)