Blaby District Council,
Council Offices,
Desford Road,
Narborough,
Leics. LE9 5EP
(0116) 275 0555

Instruction to your Bank or Building Society to pay by Direct Debit

DIRECT Debit

Originator's Identification Number

9	5	7	1	1	0

Blaby District Council's Reference Number

Please complete the shaded areas of this form using a ball point pen and return it to the Council Offices.

FOR BLABY DISTRICT COUNCIL'S OFFICIAL USE ONLY
This is not part of the Instruction to your Bank or Building Society

Name(s) of Account Holder(s)

Bank/Building Society Account Number

Branch Sort Code

Name and full postal address of your Bank or Building Society

The Manager Bank/Building Society

Instructions to your Bank or Building Society

Please pay Blaby District Council Direct Debits from the account detailed in this Instruction to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Blaby District Council and, if so, details will be passed electronically to my Bank or Building Society.

Signature(s)

Banks & Building Societies may not accept Direct Debit Instructions for some types of account

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This guarantee should be detached and retained by the Payer.

DIRECT Debit

The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Blaby District Council will notify you 14 days in advance of your account being debited or as otherwise agreed.
- If an error is made by Blaby District Council or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please send a copy of your letter to us.