



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

Please fill in the whole form including official use box using a ball point pen and send it to:

South Lakes Housing
Little Aynam House
Little Aynam
Kendal
Cumbria LA9 7AH

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

To the Manager	Bank/Building Society
Address	
Postcode	

Rent Account Number

Originators Identification Number

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FOR South Lakeland District Council OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society.

I wish to pay monthly on or immediately after this date

12th 20th 27th

(please tick preferred date)

Instruction to your Bank or Building Society

Please pay South Lakeland District Council Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this instruction may remain with South Lakeland District Council and, if so, details will be passed electronically to my Bank/ Building Society.

Signature(s)
Date

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

This guarantee should be detached and retained by the Payer.



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 South Lakeland District Council will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by South Lakeland 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 also send a copy of your letter to us.

