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

North Lincolnshire Homes Limited
Meridian House
Normanby Road
Scunthorpe
North Lincolnshire
DN15 8QZ

Instruction to your bank or building society to pay by Direct Debit

Service User Number

6	7	8	6	9	1

FOR NORTH LINCOLNSHIRE HOMES LIMITED OFFICAL USE ONLY

This is not part of the instruction to your bank or building society

Please select your payment date

	Weekly		Monthly	
Monday		1st		7th	

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

Reference (Tenancy Number)

Instruction to your bank or building society

Please pay North Lincolnshire Homes Limited 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 North Lincolnshire Homes 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 accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit North Lincolnshire Homes will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request North Lincolnshire Homes to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by North Lincolnshire Homes or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank and building society.
  - If your receive a refund you are not entitled to, you must pay it back when North Lincolnshire Homes asks you to.
- You can cancel your Direct Debit at any time by simply contacting your bank or building society, Written confirmation may be required. Please also notify us.

Company number 05439434 as registered in England and Wales
Registered charity number 1117952