

## Instruction to your Bank/Building Society to pay Direct Debits

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

<p><b>Earl Shilton Building Society</b>  <b>22 The Hollow</b>  <b>Earl Shilton</b>  <b>Leicester</b>  <b>LE9 7NB</b></p>
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Originators Identification Number

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Reference

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For Earl Shilton Building Society official use only. This is not part of the instruction to your Bank or Building Society.

**I/we wish to pay monthly on either**

10th  or 25th

If no date is ticked the direct debit will be taken on the 10th

Name(s) of account holder(s)


Bank/Building Society account number

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Branch Sort Code

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Name and full postal code addresses of your Bank or Building Society branch

To: The Manager	Bank/Building Society
Address	
Postcode	

### Instruction to your Bank or Building Society

Please pay Earl Shilton Building Society 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 Earl Shilton Building Society 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.



The Direct Debit 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, Earl Shilton Building Society will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Earl Shilton Building Society 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 Earl Shilton Building Society or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
- If you receive a refund you are not entitled to, you must pay it back when Earl Shilton Building Society asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.