



NO MORE CHEQUES
NO MORE QUEUES
NO MORE WORRIES

Switching over to Direct Debit to pay your rent will save you time and money - it's a simple, convenient and secure way to pay.

no more cheques - no more queues - no more worries
& much more convenient!

If you would like to pay by Direct Debit please complete this form and send it to us.

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



Please fill in this instruction, sign and return it to:



Housing Services, South Holland District Council,
Priory Road, Spalding, Lincolnshire, PE11 2XE

Name and full address of your Bank or Building Society Branch

To the Manager _____
_____ Bank or Building Society
Address _____
_____ Postcode _____

Name(s) of account holder(s)

Branch Sort Code (see cheque book)

<input type="text"/>	<input type="text"/>	—	<input type="text"/>	<input type="text"/>	—	<input type="text"/>	<input type="text"/>
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Originator's Identification Number

8	3	8	5	8	6
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Bank or Building Society account number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Reference - From your Rent Card

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Instruction to your Bank or Building Society and signature(s)

Please pay South Holland District Council Direct Debits from the account detailed in this instruction subject to the safeguards assured by The Direct Guarantee, shown above.

I understand that this instruction may remain with South Holland 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.)

Please print you name and address in this section:

Name _____	Address _____
_____	_____

This section about your address is not part of the instruction to your Bank or Building Society

Detach the instruction here and retain the Guarantee

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 Holland 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 Holland 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 your direct debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.