Information Classification: CONTROLLED

## CORNWALL HOUSING

Please fill in the whole form including official use

box using a ball point pen and send it to:

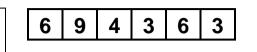
**Cornwall Council** 

**Cornwall Housing** 



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

Service User Number



Chy Trevail Beacon Technology Park Bodmin Cornwall PL31 2FR	This is not part of the instruction to your Bank or Building Society. I wish to pay my Rent: (please tick relevant box) I st of Month Sth of Month
Name(s) of Account Holder(s)	
	<b>16</b> <sup>th</sup> of Month <b>23</b> <sup>rd</sup> of Month <b>Weekly</b> (collected each Wednesday)
Bank/Building Society account number	<b>Fortnightly</b> (collected on Wednesdays)
Branch Sort Code	<ul> <li>NB: if you fail to specify your preferred date we will use the 1<sup>st</sup> of the month</li> <li>Instruction to your Bank or Building Society</li> <li>Please pay Cornwall Council Direct Debits from the account detailed in</li> </ul>
Name and full postal address of your Bank or Building Society To: The Manager Bank/Building Society	this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Cornwall Council and, if so, details will be passed electronically to my Bank/Building Society.
Address	Signature(s)
Postcode	Date

Reference Number

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.

