



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

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

Brunel Housing  
 87 Manningham Lane  
 Manningham  
 Bradford  
 BD1 3BN

Originator's Identification Number

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Reference Number

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1 - Name(s) & Address of Account Holder(s)


5 - I wish payments to be taken on the :

Please tick one box

- 1<sup>st</sup> of the month
- 15<sup>th</sup> of the month
- 28<sup>th</sup> of the month

2 - Bank/Building Society account number

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3 - Branch Sort Code

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### Instruction to your Bank or Building Society

Please pay Brunel & Family Housing Assn Ltd 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 Brunel & Family Housing Assn Ltd and, if so, details will be passed electronically to my Bank/Building Society.

6 -

Signature(s)
Date

4 - Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

DB01

Banks and Building Societies may not accept Direct Debit Instructions from 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 Brunel & Family Housing Assn Ltd will normally notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Brunel & Family Housing Assn Ltd 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.