|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | | | | |  | 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:** | | | | | | | | | | |  | **Originator's Identification Number** | | | | | | | | |
| Exchequer Services  (Business Rates Section)  Tameside MBC  PO Box 304  Ashton-under-Lyne  Tameside  **OL6 0GA** | | | | | | | | | | |  | **9** | **7** | **3** | **7** | **9** | **0** |  |  |  |
|  |  | | | | | | | | |
|  |  | | | | | | | | |
|  | **FOR TMBC OFFICIAL USE ONLY**  **This is not part of the instruction to your Bank or Building Society.**  **Please tick which payment date you prefer:**  **23rd**    **15th**    **1st** | | | | | | | | |
|  |
|  |
|  |
| **Name(s) of Account Holder(s)** | | | | | | | | | | |  |
|  | | | | | | | | | | |  |
|  | | | | | | | | | | |  |
| **Bank/Building Society account number** | | | | | | | | | | |  |
|  |  |  |  |  | | |  |  |  |  |  |
| **Branch Sort Code** | | | | | | | | | | |  | **Instruction to your Bank or Building Society**  Please pay Tameside MBC 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 Tameside MBC and if so, details will be passed electronically to my Bank/Building Society. | | | | | | | | |
|  |  |  |  |  | | |  |  |  |  |  |
| **Name and full postal address of your Bank or Building Society** | | | | | | | | | | |  |
| To: The Manager | | | | | Bank/Building Society | | | | | |  |
|  | | | | | | | | | | |  |
| Address | | | | | | | | | | |  | Signature(s) | | | | | | | | |
|  | | | | | | | | | | |  |  | | | | | | | | |
|  | | | | | | | | | | |  | Property address | | | | | | | | |
|  | | | | | | | | | | |  |  | | | | | | | | |
|  | | | | | | Postcode | | | | |  | Date | | | | | | | | |
|  | | | | | | | | | | |  |  | | | | | | | | |
| **Your Business Rates Reference Number** *(please see your bill***)** | | | | | | | | | | |  |  | | | | | | | | |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |   DDI1 | | | | | | | | | | | | | | | | | | | | |

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.

|  |
| --- |
| C:\LOGOS\BACS\DIRECTD\Ddlogol.bmpThe  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. |
| * C:\LOGOS\BACS\DIRECTD\Ddlogol.bmpIf the amounts to be paid or the payment dates change Tameside MBC will notify you 10 working days in advance of your account being debited or as otherwise agreed. |
| * C:\LOGOS\BACS\DIRECTD\Ddlogol.bmpIf an error is made by Tameside MBC or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid. |
| * C:\LOGOS\BACS\DIRECTD\Ddlogol.bmpYou 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. |
|  |