



Instruction to your Bank or Building Society to pay Direct Debits



Originators Identification Number

9 5 7 0 2 6

Please complete sections 1 to 7 below and return the form to: Wyre Council, Civic Centre, Breck Road, Poulton-le-Fylde, FY6 7PU

1. Name and full postal address of your Bank or Building Society

To: The Manager

Bank/Building Society

5. Council Tax Account Reference

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2. Name(s) of account holder(s)

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6. Instruction to your Bank or Building Society

Please pay Wyre Council Direct Debits from the account detailed on this Instruction subject to the safeguards assured by The Direct Debt Guarantee. I understand that this instruction may remain with Wyre Borough Council and if so will be passed electronically to my Bank / Building Society.

3. Branch sort code

(from the top right hand corner of your cheque)

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Signature(s)

4. Bank or Building Society account number

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Date:

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

This is not part of the Instruction to your Bank or Building Society

7. Choose your payment details

If no date is selected then your first Direct Debit will be collected on the next available date and any further payments will be collected on the 1st of each month. A revised bill will be issued to you with the dates of collection.

I/we wish to pay on the 1st 7th 15th 21st Last Day of each month

I/we wish to pay over 10 Months (Ending January) 12 Months (Ending March)



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 Wyre Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Wyre Borough Council 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 Wyre Council 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 Wyre Council 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.