

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:

GRAND UNION HOUSING GROUP
K2
TIMBOLD DRIVE
KENTS HILL
MILTON KEYNES
MK7 6BZ

Service user number

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FOR GRAND UNION HOUSING GROUP OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

PLEASE COMPLETE YOUR NAME, ADDRESS, GARAGE ADDRESS (if appropriate) AND PREFERRED MONTHLY PAYMENT DATE

NAME:

ADDRESS:

GARAGE ADDRESS:

PAYMENT DATE:

(Please enter your preferred date between 1st and 28th)

Name(s) of account holder(s)

Bank/building society account number

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Branch sort code

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Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

Instruction to your bank or building society

Please pay Grand Union Housing Group 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 Grand Union Housing Group and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Reference

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Banks and building societies may not accept Direct Debit Instructions for some types of account

DD11

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 accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Grand Union Housing Group will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Grand Union Housing Group 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 Grand Union Housing Group 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 Grand Union Housing Group 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.