



Mid Devon District Council
 Freepost (EX202), Phoenix House, Phoenix Lane
 Tiverton, EX16 6PP

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

Name (s) of Account Holder(s)

Originators Identification Number

Mid Devon D C Reference Number (as indicated on the front of this letter – starts with a 5, 6 or 7)

Instruction to your Bank or Building Society

Please pay Mid Devon District Council 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 Mid Devon District Council and, if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society Account Number

Branch Sort Code

Bank and Building Societies may not accept Direct Debit instructions for some types of accounts

Name and full postal address of your Bank or Building Society

Name of Bank/Building Society

Signatures

Address

Date

Please confirm your preferred payment date:

Post Code

Monthly

Six Monthly

Yearly



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, Mid Devon DC will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Mid Devon DC 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.