



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



Please fill in the whole form and send it to

Revenues & Benefits Service Thanet District Council P.O. Box 9, Cecil Street Margate, Kent CT9 1XZ

Originator's Identification Number

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Name(s) of Account Holder(s)

COUNCIL TAX ACCOUNT NUMBER (IF KNOWN)

Bank/Building Society account number

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(Last box: Giro Bank customers only)

This box is for Thanet District Council's information. It is not part of the Instruction to your Bank or Building Society.

Please tick ONE date you want to pay monthly on:

1st 5th 12th

17th 25th 30th

Bank Sort Code

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Instructions to your Bank/Building Society:

Please pay Thanet District Council, Direct Debits from the account shown in this Instruction following the safeguards assured by the Direct Debit Guarantee.

I understand that this Instruction may remain with Thanet District Council, and its details may 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	
Postcode	

Signature(s)
Date

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

THIS GUARANTEE SHOULD BE DETACHED AND KEPT BY THE ACCOUNT HOLDER

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, Thanet District Council will notify you ten working days in advance of your account being debited, or as otherwise agreed.

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- ◆ If an error is made by Thanet District Council 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.