wrexham
COUNTY BOROUGH COUNCIL
CYNGOR BWRDEISTREF SIROL
wrecsam

DIRECT Debit

SUNDRY DEBTORS

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

Please fill in the whole form including official use box using a ball point pen and send it to:

Chief Finance and Performance Officer
Wrexham County Borough Council
Finance & Performance Department
Lambpit Street
Wrexham LL11 1AR

Originators identification number:

6	5	6	3	4	5

FOR OFFICIAL USE

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

Property Address:

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager — Bank /Building Society

Address:

Postcode:

SUNDRY DEBTORS REFERENCE NUMBER

D	R	S														

Instruction to your Bank or Building Society

Please pay WCBC 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 WCBC and, if so, details will be passed electronically to my Bank/Building Society

Signature(s)

Date

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

This guarantee should be detached and retained by the payer

The Direct Debit Guarantee

DIRECT Debit

- 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 WCBC will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request WCBC 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 WCBC 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 WCBC 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.