

**Registered Office: Granville House Festival Park Hanley Stoke-on-Trent ST1 5TB
Tel: 01782 255000**

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



**Hanley Economic Building Society
Granville House
Festival Park
Stoke-on-Trent
ST1 5TB**

**Instruction to your Bank or Building Society to pay by Direct Debit
Originators Identification Number**

Name(s) of Account Holder(s)

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Bank/Building Society account number

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DETAILS OF DIRECT DEBIT COLLECTIONS
(To be completed by the customer)
Note: This section does not form part of the instruction to your Bank or Building Society

Date of first collection: _____

Amount to be collected: £ _____

Date of future collections:

1st 7th 14th 21st

Branch Sort Code

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Name & full postal address of your Bank/Building Society

To the Manager _____ Bank/Building Society

Address _____

Postcode _____

Instruction to your Bank or Building Society
Please pay Hanley Economic Building Society 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 Hanley Economic Building Society and if so, details will be passed electronically to my Bank/Building Society.

This Direct Debit mandate supersedes any previous mandate with the same reference number

Reference Number

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Signature(s) _____


Date _____

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

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