

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

Please complete using a ball point pen and send it to:

**North Yorkshire Council
Garage Rents
Civic Centre
Doncaster Road
Selby
YO8 9FT.**

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	
Post Code	

Reference: Garage Rent Account

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

Service User Number:

6	5	5	7	6	3
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FOR North Yorkshire Council OFFICIAL USE ONLY

**This is not part of the instruction to
your bank or building society.**

Please tick one box as required

Payment date monthly

I wish to pay monthly on or immediately after this date
(tick preferred date)

1st 22nd

Instruction to your Bank or Building Society

Please pay **North Yorkshire 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
North Yorkshire Council and, if so, details will be
passed electronically to my Bank/Building Society.

Signature(s)

Date

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 by Direct Debit.
- If there are any changes to the amount, date or frequency of your Direct Debit North Yorkshire Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request North Yorkshire Council 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 North Yorkshire Council 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 North Yorkshire Council 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 at North Yorkshire Council using the contact information on your bill.