



PLEASE FILL IN THE FORM USING A BALL POINT PEN AND RETURN TO THE ADDRESS OVERLEAF ☐

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

Service User Number

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allpay Limited Re:
Advance Housing And Support Limited
Fortis et Fides
Whitestone Business Park,
Whitestone,
Hereford. HR1 3SE

Please complete your Address and Telephone Number.
 This is not part of the instruction to your Bank or Building Society. For allpay Limited Re: Advance Housing And Support Limited official use only.

Address

Postcode

Telephone Ref:

Name(s) of Account Holders(s).

Bank/Building Society Account Number.

Bank Sort Code.

Instruction to your Bank or Building Society.

Please pay allpay Limited Re: Advance Housing And Support Limited 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 allpay Limited Re: Advance Housing And Support Limited and, if so, details will be passed electronically to my Bank or Building Society.

Name & full postal Address of your Bank or Building Society.

To: The Manager Bank/Building Society

Address

Postcode

Signatures

Date

Reference

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Banks and Building Societies may not accept Direct Debit Instructions on some types of Account



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, allpay Limited Re: Advance Housing And Support Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request allpay Limited Re: Advance Housing And Support Limited 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 allpay Limited Re: Advance Housing And Support Limited 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 allpay Limited Re: Advance Housing And Support Limited 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

Direct Debit Payment Details

Box 1 : To be completed by Advance, dependent on responses in Box 2. You will be advised of the payment details and have a chance to correct if you are not happy with them

<i>Client Reference</i>			
<i>Ist Payment Amount</i>		<i>Date of Ist Payment</i>	
<i>Subsequent Amounts</i>		<i>Next Due Date</i>	

Box 2: Please ensure these fields are completed

Frequency of Payments (please circle your choice)	Monthly on 1st	Monthly on 15th	Monthly on 30th	Four weekly	Fortnightly
Please enter the details of the customer, if different from the bill payer overleaf					
Name					
Address					
Post code					

Payments will be collected on behalf of:

PLEASE RETURN TO:

ADVANCE HOUSING AND SUPPORT LIMITED

2 WITAN WAY

WITNEY

OXFORDSHIRE

OX28 6FH

