



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

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

Wyre Forest District Council
 PO Box 5202
 Kidderminster
 Worcestershire
 DY10 2TE

Originator's Identification Number

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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	

National Non-Domestic Rate Reference Number

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FOR WYRE FOREST DISTRICT COUNCIL OFFICIAL USE ONLY
 This is not part of the instruction to your Bank or Building society.

N N D R

Instructions to your Bank or Building Society

Please pay Wyre Forest District 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 Wyre Forest District Council and, if so, details will be passed electronically to my Bank/Building Society

Signature(s)

Date

Banks 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

- 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, **Wyre Forest District Council** will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by **Wyre Forest 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 **Revenue Services, Wyre Forest District Council, PO Box 5202, Kidderminster DY10 2TE.**

(This is not an integral part of the instruction)

Please complete this box in all cases.

Address of property for which payment of National Non-Domestic Rate applies.	
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