



NEW DIRECT DEBIT INSTRUCTION

Account:

Date:

Name and Address:

Address of Property:

NEW DIRECT DEBIT INSTRUCTION

Dear Sir / Madam,

Please find attached a new direct debit instruction as requested.

Once the instruction is completed, please return it to:

Head of Revenue Services
Northampton Borough Council,
The Guildhall, St Giles Square,
Northampton, NN1 1DE

Yours faithfully,

Business Rates

Please select your preferred payment date: (X)

1

(X)

11

(X)

20

(X)

28

(X)

This section about your choice of payment date is not part of the instruction to your Bank.



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

Please fill in the whole form and return it to:
Northampton Borough Council, The Guildhall,
St Giles Square, Northampton, NN1 1DE.

Originator's identification number

954137



1. Name(s) of account holder(s)

4. Bank or Building Society account number

2. Branch sort code - from the top right hand corner of your cheque

5. Business Rate account number

3. Name and full postal address of your Bank or Building Society

To THE MANAGER
Address
Post Code

6. Instruction to your Bank or Building Society. Please pay Northampton Borough Council Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Northampton Borough Council and, if so, details will be passed electronically to my Bank/ Building Society.

Signature

Date

Banks and Building Societies may not accept Direct Debit instructions for some types of accounts.

Please complete Instruction using a ball point pen.