



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

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

Stiles Harold Williams Ltd
 Property Management Accounts
 One Jubilee Street
 Brighton
 East Sussex
 BN1 1GE

Originator's Identification Number

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Reference

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FOR Stiles Harold Williams Ltd OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Redhill Aerodrome Business Centre

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	
Postcode	

Instruction to your Bank or Building Society

Please pay Stiles Harold Williams Ltd 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 Stiles Harold Williams Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Signatures

Date

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

DD13

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Direct Debit / Standing Order Cancellation

Branch Sort Code

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Bank/Building Society account number

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With immediate effect, please cancel my/our Direct Debit / Standing Order authority payable to Groves Builders & Contractors Ltd:

Account reference No.

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Signatures

Date

Name(s) of Account Holder(s)

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 Stiles Harold Williams Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Stiles Harold Williams Ltd 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 us.