

Please fill in all fields of this form and return to:

Wakefield Council Business Rates
P.O Box 700
Burton Street
Wakefield
West Yorkshire
WF1 2EB



**DIRECT
Debit**



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

Originator's Identification Number:					
9	7	2	9	9	2

Name of Account Holder (s):

Bank/Building Society Account Number:							

Bank/Building Society Sort Code:					

Name and full address of the Bank/Building Society:

Instruction to your Bank/Building Society:

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

For Wakefield Council information only.
This is not part of the instruction to your Bank or Building Society.

Business Ratepayer Name(s):

Address of Property:

Telephone Number:

Please tick your preferred payment date:					
<input type="checkbox"/>	1st	<input type="checkbox"/>	14th	<input type="checkbox"/>	25th

Business Rates Account Number:

Signature(s):

Date:

Banks/Building Societies may not accept Direct Debit Instructions from some types of accounts.

----- Please detach and keep the lower portion -----

The Direct Debit Guarantee
<ul style="list-style-type: none"> • 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, Wakefield Council will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Wakefield 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 Wakefield 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 Wakefield 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.