



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

Please fill in the whole form and send it to:

Local Taxes Division, Wolverhampton City Council, P O Box 250, Wolverhampton, WV2 1AX

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Originator's Identification Number

9	7	1	9	2	6
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Reference Number

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Name(s) of Account Holder(s)

Property Address

Bank/Building Society account number

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Instruction to your Bank or Building Society

Please pay WOLVERHAMPTON CITY 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 WOLVERHAMPTON CITY COUNCIL and, if so, details will be passed electronically to my Bank/Building Society.

Branch Sort Code

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Signature(s)
Date

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

Please tick **one** box below to indicate your preferred payment dates.

10 Instalments (April to January)

Payable on the

1st

8th

15th

25th

12 Instalments (April to March)

Payable on the

1st

8th

15th

20 Instalments payable fortnightly on alternate Fridays from April to January

40 Instalments payable weekly on every Friday from April to January

2 Instalments payable half yearly on 1 May and 1 November

1 Instalment payable yearly on 1 July

Daytime telephone number in case of any queries:.....

If you apply after March, you will be offered the maximum number of instalments remaining in accordance with your selected option.

This guarantee should be 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 WOLVERHAMPTON CITY COUNCIL will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by WOLVERHAMPTON CITY 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 us.