

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



Please fill in all six sections using a ball point pen and send to:

Finance Department Sentinel Housing Association 56 Kingsclere Road Basingstoke Hampshire RG21 6XG

Originator's Identification Number <small>Office use only</small>
7 6 4 2 8 6
Reference Number

1. Name(s) & Address of Account Holder(s)

5. Please tick your preferred date

1 st		8 th		15 th		22 nd	
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Or just after this date each month

2. Bank/Building Society Account Number

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Instruction to your Bank or Building Society

Please pay Sentinel Housing Association 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 Sentinel Housing Association and, if so, details will be passed electronically to my Bank/ Building Society.

3. Branch Sort Code

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4. Name & full postal address of your Bank/Building Society

To the Manager	Bank/Building Society
Address	
	Postcode

6. Please sign below

Signature(s)
Date

Don't forget to sign!

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 Sentinel Housing Association will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by 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.