

Please complete this form using a ballpoint pen and return it to:

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| Argyll Community Housing Association Finance and IT Department Dalriada House LOCHGILPHEAD PA31 8JL |
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Name(s) of Account Holder(s)

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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

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| To the Manager | Bank/Building Society |
| Address | |
| | |
| Postcode | |

Reference Number

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

Originator's Identification Number

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Instruction to your Bank or Building Society

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

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| Signature(s) |
| |
| Date |

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

Please circle your preferred payment date: 1ST 8TH 16TH 23RD

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 can 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 changed Argyll Community 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 Argyll Community Housing Association 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.