



This guarantee should be detached and retained by the payer
The Direct Debit Guarantee



Please fill in **all** shaded areas below, cut along the line above and retain the guarantee for your information. Return the rest of the form to Charnwood Neighbourhood Housing Limited. The information you give in this first section is for use by the Charnwood Neighbourhood Housing Limited only and is not part of the Instruction to your Bank or Building Society.

Your name and address

Address of property to which Rent Account relates (if different)

Charnwood Neighbourhood Housing Limited to retain this middle section and will send the lower portion only to bank.



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



Please fill in **all** the shaded areas below and send the form to: **Charnwood Neighbourhood Housing, Housing Limited, Housing Income**, PO Box 8749, Council Offices, Loughborough. LE11 9EF

Name and full postal address of your Bank or Building Society

Originator's Identification Number

To: The Manager	Bank/Building Society
Address:	
Postcode:	

6	4	7	8	9	0
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Housing Rent Account Number

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Debits Name(s) of Account Holder(s)

Instruction to your Bank or Building Society
Please pay Charnwood Neighbourhood Housing Direct Limited from the account detailed in this Instruction the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Charnwood Neighbourhood Housing Limited and, if so, details will be passed electronically to my Bank/Building Society

Bank/Building Society account number

Branch Sort Code

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Signature(s)	
Date	

Please tick which date you would like your direct debit to start:

8th 15th 25th (weekly on a Monday)

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

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

Registered Office: Charnwood Neighbourhood Housing Limited, Council Offices, Southfield Road, Loughborough, LE11 2TN

Tel: (01509) 634666 Web: www.cnh.org.uk

VAT Registration Number: 916 9400 18 Company Registration Number: 6174003 Registered in England and Wales

'A company controlled by Charnwood Borough Council within the meaning of Part V of the Housing Act 1989'

This information is available in different formats. To access these please phone (01509) 634666