



INSTRUCTIONS TO YOUR BANK OR BUILDING SOCIETY TO PAY DIRECT DEBIT IN RESPECT OF TRADE WASTE PAYMENTS



Originator's Identification Number

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Please fill in the whole form and send it to:

**BABERGH DISTRICT COUNCIL, WASTE MANAGEMENT SECTION,
CORKS LANE, HADLEIGH, IPSWICH, IP7 6SJ**

1. Name and full postal address of your Bank or Building Society branch

To: The Manager _____
 _____ Bank/Building Society

Address: _____

Postcode: _____

2. Name(s) of account holder(s)

5. Reference Number

3. Branch sort code

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6. Instructions to your Bank or Building Society

Please pay **BABERGH DISTRICT COUNCIL** Direct Debits from the account detailed on this Instruction subject to the safeguards assured by The Direct Debit Guarantee. I understand that this instruction may remain with Babergh District Council and, if so, details will be passed electronically to my Bank/Building Society.

4. Bank or Building Society account number

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Signature(s) _____

Date: _____

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

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, BABERGH DISTRICT COUNCIL will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by BABERGH DISTRICT 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.