

## **Standing Order**

Please set up the following Standing Order and debit my/our account accordingly

MY ACCOUNT DETAILS	INSTRUCTION
Account Name	Amount (in words)
Account Number	
	Amount (in figures)
BENEFICIARY ACCOUNT DETAILS	£
Bank	First Payment Date D D M M Y Y Y Y
Branch Address	Next Payment Date D D M M Y Y Y
	Expiry Date D M M Y Y Y
Postcode	Frequency   Weekly   Fortnightly   Monthly
Sort Code	Quarterly Half-yearly Annually
Account Name	Other (specify)
Account Number	AUTHORISATION Name
Payment Reference (if applicable)	Date D D M M Y Y Y
	Signature
INTERNAL USE ONLY	

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