

Henceforth Trust Ltd

89 High Street First Floor, Newport
Pagnell, Buckinghamshire,
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Instruction to your bank or building
society to
pay by Direct Debit

Name of account holder

Bank/Building Society account number

Branch sort code

Name and full postal address of your
Bank/Building Society

Service User Number

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Reference

Instruction to your Bank or Building Society Please pay [Company name] 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 [Company name] and, if so, details will be passed electronically to my bank/building society.

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 accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit [Company name] will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request [Company name] to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by [Company name] or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society – if you receive a refund you are not entitled to, you must pay it back when [Company name] asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify [Company name].