

Instruction to your

Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

United Trust Bank Limited Service user number One Ropemaker Street 0 4 London Reference EC2Y 9AW Name(s) of Account Holder(s) Instruction to your Bank or Building Society Please pay United Trust Bank Limited Direct Debits from the account detailed in this Instruction subject to the safeguards Bank/Building Society account number assured by the Direct Debit Guarantee. I understand that this instruction may remain with United Trust Bank Limited and, if so, details will be passed electronically to my Bank/Building Society. **Branch Sort Code** Signature(s) Name and full postal address of your Bank or Building Society To the Manager Bank/Building Society Address

This guarantee should be detached and retained by the Payer

Banks and Building Societies may not accept Direct Debit Instructions for some types of accoun-

Date

Postcode



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 United Trust Bank Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request United Trust Bank Limited 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 United Trust Bank Limited 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 United Trust Bank Limited 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 us.