



Langstane Housing Association Ltd
Registered Charity SC 011754

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

Originator's Identification Number

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Please fill in the whole form including official use box using a ball point pen and send to

Langstane Housing Association Ltd
680 King Street
ABERDEEN
AB24 1SL

Name(s) of Account Holder(s)

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Bank/Building Society Account Number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

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

Reference Number (for Langstane Housing Association Ltd use only)

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FOR LANGSTANE HOUSING ASSOCIATION LTD OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society

Tenant Details

Your name and tenancy address

Please Indicate your preferred payment date:

1st of the month

15th of the month

Enter Start Date:

Instruction to your Bank or Building Society

Please pay Langstane Housing Association Ltd 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 Langstane Housing Association Ltd and if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

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Date

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

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|------------------|-------------------|-------------------------|
| Amount to Rent £ | Amount to Other £ | Total Monthly Payment £ |
|------------------|-------------------|-------------------------|

This guarantee should be detached and retained by the Payer

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 Langstane Housing Association Ltd will notify you 10 working days in advance of your account being debited, or as otherwise agreed.
- If an error is made by Langstane Housing Association Ltd 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.