Gloucestershire Housing Association

A MEMBER OF THE GUINNESS PARTNERSHIP

DIRECT Debit

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

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

Gloucestershire Housing Association Limited
2 St Michael's Court
Brunswick Road
Gloucester
GL1 1JB

9	4	8	0	2	5

FOR GHA USE ONLY
This is not part of the instruction to your Bank or Building Society.

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society

Address

Postcode

Instruction to your Bank/Building Society
Please pay Gloucestershire Housing Association Limited 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 Gloucestershire Housing Association Limited and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s):

Date

Reference Number (Tenant Reference

Please tick below which date you would like the direct debit to be taken

1st Month ☐ 15th Month ☐ Weekly ☐

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

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee

DIRECT Debit

- This Guarantee is offered by all the Banks and Building Societies that accept instructions to pay
- Direct Debits.
- If there are any changes to the amount, date and frequency of your Direct Debit Gloucestershire Housing Association Limited will notify you 10 working days in advance of your account being debited or otherwise agreed. If you request Gloucestershire Housing Association Limited to collect a payment, confirmation of the account and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit by Gloucestershire Housing Association Limited or your Bank or Building Society, you are entitled to a full and immediate refund of the amount from your bank or building society.
- If you receive a refund you are not entitled to, you must pay it back when Gloucestershire Housing Association Ltd ask 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.