

STANDING ORDER MANDATE

To _____ Bank

Postal Address _____

Please pay	Bank	Branch Title (not address)						Sorting Code Number			
For the credit of	Beneficiary's Name						Account Number				Quoting Reference
											(i.e. Surname-Postcode-Yr-Month)
The sum of	Amount		Amount in Words								
	£										
Commencing	Date of First Payment		and thereafter every		Due date and frequency		until further notice in writing or		Date of last payment		and debit my/our account accordingly

PLEASE CANCEL ALL PREVIOUS STANDING ORDER/ DIRECT DEBIT MANDATES IN FAVOUR OF	UNDER REFERENCE NUMBER

Account to be debited	Account Number							

Special Instructions

Signatures _____ Date _____

Banks may decline to accept instructions to charge Standing Orders to certain types of account other than Current Accounts

NOTE: The Bank will not undertake to:

- a) make any reference to Value Added Tax or pay a sum plus VAT or other indeterminate element.
- b) advise remitter's address to beneficiary
- c) advise beneficiary of inability to pay
- d) request beneficiary's banker to advise beneficiary of receipt
- e) accept instructions to pay as soon after the specified date as there are funds to meet the payment, if funds are not available on the specified date.

Payments may take 3 working days or more to reach the beneficiary's accounts. Your branch can give further details.