

INSTRUCTION TO YOUR BANK/ BUILDING SOCIETY TO PAY COUNCIL TAX BY DIRECT DEBIT

Please fill in the white boxes only, using a ball point pen and return to:-

Calderdale MBC
 PO Box 72
 Princess Buildings
 Halifax HX1 1UD

Originators Identification

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Originators Reference No.

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Name of Account Holder/s

Bank Sort Code

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Bank/ Building Society Account Number

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----- Bank/Building Society

Post Code

★ Please pay Calderdale MBC Direct 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 the Council Tax Billing Section and, if so, details will be passed electronically to my Bank/Building Society

Signature of Account Holder (s)

Date of Signing ___/___/___

Banks/ Building Societies may refuse to accept Instructions to pay direct debits from some types of account

In order to correctly identify your Billing Account, please complete the following details:

- ★ Name of the payer (as shown on bill) _____
- ★ Address of Property _____
- ★ Council Tax Reference Number

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Daytime telephone number (In case of query only) STD Code(_____) _____

You have the right to cancel this Instruction at any time by contacting your Bank/ Building Society. If you do so then please also notify my Billing Section so that my records can also be amended