



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:

Homes Plus
Acton Court
Acton Gate
Staffordshire
ST18 9AP

Name(s) of Account Holder(s)

[Empty text box for account holder name]

Bank/Building Society account number

[Empty grid for account number]

Branch sort code

[Empty grid for branch sort code]

Name and full postal address of your Bank or Building Society

To: The Manager
Address:
[Empty text box for bank address]

Reference

[Empty grid for reference]

Originator's identification number

727776

Rent in advance paid:

£

For Homes Plus official use only
This is not part of the instruction to your Bank or Building Society
Your address: _____
Please indicate when and how often you want to pay your rent:
Weekly Day: _____
Fortnightly Day: _____
4 Weekly Date: _____
Monthly Date: _____
Please note: it takes 14 days for your bank to set up the Direct Debit from receipt of your form.

Instruction to your Bank or Building Society

Please pay Homes Plus 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 Homes Plus Ltd. and if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
[Empty text box for signature]
Date
[Empty text box for date]

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

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 accept instructions to pay Direct Debits.
- ▶ If there are any changes to the amount, date or frequency of your Direct Debit, Homes Plus Ltd will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Homes Plus Ltd. 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 Homes Plus Ltd. 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 Homes Plus Ltd. 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.

