

Please fill in the whole form using black ink and send it to:

Land & Property Services
 Central Collection Section
 Londonderry House
 21/27 Chichester Street
 TOWN PARKS
 Belfast
 BT1 4JB

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	

Originator's Identification Number

9	6	1	3	5	8
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Property Address

Frequency of Payments (Please Select)

Single payment (28th only)
 Instalments 7th 15th 28th (tick one box only)

Reference Number (Account ID and Ratepayer ID numbers)

_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|

Instruction to your Bank or Building Society.
 Please pay Land & Property Services 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 Land & Property Services and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Telephone Number

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

This guarantee should be detached and retained by the Payer

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 we will notify you 10 working days in advance of your account being debited, or as otherwise agreed.
- If an error is made by Land & Property Services 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.