



PLEASE FILL IN THE FORM USING A BALL POINT PEN:

allpay Limited Re:
 Forth Housing Association Limited
 Fortis et Fides
 Whitestone Business Park,
 Whitestone,
 Hereford. HR1 3SE

Name(s) of Account Holders(s).

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|--|--|
| | |
| | |

Bank/Building Society Account Number.

| | | | | | | | |
|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|

Bank Sort Code.

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|--|--|--|--|--|--|

Name & full postal Address of your Bank or Building Society.

| | |
|-----------------|-----------------------|
| To: The Manager | Bank/Building Society |
| Address | |
| | |
| | |
| Postcode | |

Reference

| | | | | | | | | | | | |
|---|---|---|---|--|--|--|--|--|--|--|--|
| F | O | H | A | | | | | | | | |
|---|---|---|---|--|--|--|--|--|--|--|--|

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

Service User Number

| | | | | | |
|---|---|---|---|---|---|
| 8 | 4 | 0 | 0 | 3 | 7 |
|---|---|---|---|---|---|

Please complete your Address and Telephone Number.

This is not part of the instruction to your Bank or Building Society. For allpay Limited Re: Forth HA Ltd official use only.

| | |
|-----------|------|
| Address | |
| | |
| | |
| Postcode | |
| Telephone | Ref. |

Instruction to your Bank or Building Society.

Please pay allpay Limited Re: Forth HA 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 allpay Limited Re: Forth HA Ltd and, if so, details will be passed electronically to my Bank or Building Society.

| |
|------------|
| Signatures |
| |
| |
| Date |

Banks and Building Societies may not accept Direct Debit Instructions on 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, allpay Limited Re: Forth HA Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request allpay Limited Re: Forth HA 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 allpay Limited Re: Forth HA 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 allpay Limited Re: Forth HA 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.

Direct Debit Payment Details

| | | | |
|---|--|---------------------|--|
| Reference Number | | | |
| 1st Payment Amount | | Date of 1st Payment | |
| Subsequent Payments | | Next Due Date | |
| Frequency of Payment | | | |
| Area Office (if applicable) | | | |
| Date of entry onto Webconnect | | | |
| Please enter the details of the customer, if different from those of the bill payer overleaf: | | | |
| Name | | | |
| Address | | | |
| | | | |
| | | | |
| Postcode | | | |

PLEASE RETURN TO:

Payments will be collected on behalf of:

**FORTH HOUSING ASSOCIATION LIMITED
4TH FLOOR
WALLACE HOUSE
17-21 MAXWELL PLACE
STIRLING
FK8 1JU**