

Instruction to your
bank or building society
to pay by Direct Debit

Please fill in the whole form including the official use box
using a ball point pen and send it to:

Robinson Way Limited
Quays Reach
Carolina Way
Salford
Manchester
M50 2ZY

Service User Reference

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Name of Account Holder:

We can only accept Direct Debits in your name.

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Bank / Building Society Account Number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank / Building Society
Address:	
Postcode	

Repayment Instructions	
Please debit from my account, £ each *WEEK / FORTNIGHT / MONTH (* Delete as appropriate)	
With the first payment being debited from my account on / 2019	
Please note that Weekly / Fortnightly we can only accept payments on a weekday	
Please note that we can only set up direct debits between the 1st and 28th of each month. Please ensure that your chosen date is within this date range	


Signature	Date

Robinson Way Reference

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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

<p>The Direct Debit Guarantee</p> <p>* This guarantee is offered by all banks and building societies that accept instructions to pay direct debits.</p> <p>* If there are any changes to the amount, date or frequency of your Direct Debit Robinson Way will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Robinson Way to collect a payment, confirmation of the amount and date will be given to you at the time of the request.</p> <p>* If an error is made in the payment of your Direct Debit, by Robinson Way 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 Robinson Way asks you to</p> <p>* 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.</p>	
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