

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

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

London Community Credit Union Ltd.
Direct Debit Collections Team
473 Bethnal Green Road
London
E2 9QH

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	

Reference

Service user number

2 8 2 6 5 4

FOR LONDON COMMUNITY CREDIT UNION OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

Membership No: _____
 New Amendment

First Payment Date: ____/____/____

Frequency: Monthly 4 Weekly (Lunar)
 2 Weekly (Fortnight) Weekly

Payment Due Date: ____/____/____

Amount: £ _____
 Savings _____
 Loans _____
 Other _____

Payment End Date: Until Further Notice (UFN)

Email Address has been confirmed with member? YES NO

Instruction to your Bank or Building Society

Please pay **London Community Credit Union** 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 **London Community Credit Union** and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s) _____

 Date _____

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

DDI 1 5/15

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 London Community Credit Union will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request London Community Credit Union 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 London Community Credit Union 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 London Community Credit Union 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.