

Standing order mandate



For new instructions, amendments & cancellations

1 Account holder details (Remitting Account)

Please write clearly in the white spaces with capital letters or cross the boxes.

Account name

Sort code

Account number

Bank name

Bank address

Postcode

2 Payment Details

Type of instruction: New Amendment Cancellation

How often do you want the payment made?

Weekly

Four-weekly

Monthly

First payment amount

First payment date

Quarterly

Half-yearly

Yearly

Amount of regular payment

Date of regular payment (1st, 2nd, etc)

Amount of regular payment in words

Please continue payment until further notice:

Yes No

Final payment date (if applicable)

3 Organisation/Person you wish to pay (Recipients Account)

Account name

Bank address

Sort code

Account number

Postcode

Bank name

Reference (if any)

4 Account holder signature(s)

I authorise you to debit my/our account, in line with the details in Sections 2 and 3.

First account holder (print name)

Second account holder (print name)

First account holder signature

Second account holder signature

Date

Date

5 Contact details in case of query

Full name

E-mail address

Telephone number and area dialling code