



PLEASE FILL IN THE FORM USING A BALL POINT PEN

AND RETURN TO THE ADDRESS OVERLEAF

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

Name(s) of Account Holder(s).

Bank/Building Society Account Number



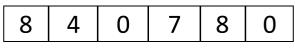
Bank Sort Code.

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

To: The Manager	Bank/Building Society
Address	
Postcode	
	Reference

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

Service User Number



Please complete your Address and Telephone Number. This is not part of the instruction to your Bank or Building Society. For allpay Limited Re: SAFFRON HOUSING TRUST LIMITED official use only.

Address

Postcode

Ref:

Telephone

Instruction to your Bank or Building Society. Please pay allpay Limited Re: SAFFRON HOUSING TRUST LIMITED 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: SAFFRON HOUSING TRUST LIMITED and, if so, details will be passed electronically to my Bank or Building Society.

Signature(s)	
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: SAFFRON HOUSING TRUST LIMITED will notify you 3 working days
 in advance of your account being debited or as otherwise agreed. If you request allpay Limited Re: SAFFRON HOUSING TRUST LIMITED 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: SAFFRON HOUSING TRUST LIMITED 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: SAFFRON HOUSING TRUST LIMITED 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

Tenancy Re	eference Number	
	I wish to pay:	
	Weekly	
	Monthly - please state date	
	Please enter the details of the tenant(s), if different from those of the bill payer overleaf:	
Name		
Address		
Postcode		

PLEASE RETURN TO: incometeam@saffronhousing.co.uk

Or post to

SAFFRON HOUSING TRUST LIMITED SAFFRON BARN, SWAN LANE LONG STRATTON NORFOLK, NR15 2XP

Saffron Housing Trust Limited is an exempt charity registered in England by the Financial Conduct Authority under the Co-operative and Community Benefit Societies Act 2014 (Reg Number 32427R). Regd Office: Saffron Barn, Swan Lane, Long Stratton, Norfolk NR15 2XP





