



Tai Cymdogaeth



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

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

GRWP GWALIA CYF
FINANCE DEPARTMENT (DIRECT DEBITS)
TY GWALIA
10-13 THE KINGSWAY
SWANSEA
SA1 5JN

Originator's Identification Number

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FOR GRWP GWALIA CYF LIMITED OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Name(s) of Account Holder(s)

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	

Instruction to your Bank or Building Society

Please pay Grwp Gwalia Cyf 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 Grwp Gwalia Cyf and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

Reference Number

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Banks and Building Societies may not accept Direct Debit Instructions from some types of account

DD1

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 take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Grwp Gwalia Cyf will notify you a minimum of 5 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Grwp Gwalia Cyf or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

IMPORTANT - PLEASE COMPLETE:

Your Address



Post Code

Your Telephone Number

Tenant Reference Number:

(0) - _____

Payment Options:

Please tick either A or B

A Weekly

If you choose this option, we will arrange for your rent to be deducted from your Bank or Building Society current account every Monday.

B Monthly

If you choose this option, you will need to pick one of the following Mondays of the month for you rent to be deducted from your Bank or Building Society current account.

If you have chosen option B then you must tick one of the following options:

1 First Monday

3 Third Monday

2 Second Monday

4 Fourth Monday

C Fortnightly

If you choose this option, we will arrange for your rent to be deducted from your Bank or Building Society current account every two weeks. Please state which **Monday** you would like these payments to commence/...../.....