



The Winston Churchill School

and



The Winston Churchill School Sports Centre



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

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

The Winston Churchill School
Hermitage Road
St Johns
Woking
Surrey
GU21 8TL

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	

Originator's Identification Number

8	6	1	2	3	6
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Reference Number

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FOR (THE WINSTON CHURCHILL SCHOOL) OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

SERVICE REQUIRED

Gym Membership / Hire of Facilities / School Trips*

* Please delete as appropriate

Instruction to your Bank or Building Society

Please pay **The Winston Churchill School** 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 **The Winston Churchill School** and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

DD13

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

This guarantee should be detached and retained by the Payer.



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 (insert your organisation name) will notify you (insert number of) working days in advance of your account being debited or as otherwise agreed. If you request (insert your organisation name) 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 (insert your organisation name) 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 (insert your organisation name) 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.