

How To Pay Your Council Tax



Direct Debit - Is the easiest form of payment for most people. Choose from payment dates of the 1st, 11th or 21st of each month. Payments are automatically debited from your bank account. You will be notified in advance of the payment due dates and you can cancel the arrangement at any time. To set up your Direct Debit fill in the Instruction form enclosed with this bill or call 020 8379 1000.



Online - Visit www.enfield.gov.uk and click on pay it online to pay with a Credit or a Debit Card.



Phone - Call 020 8379 1000 using your Debit or Credit card. Press option 1 and 1 again.



Payment Booklet Vouchers - If your bill has bank giro credits enclosed then pay using the following methods:

- **By Post** to the Director of Finance, Resources and Customer Services, PO Box 63, Civic Centre, Silver Street, Enfield, EN1 3XW. Cheques and postal orders should be made payable to **Enfield Council**. Receipts will only be issued if a stamped addressed envelope is enclosed. Post dated and third party cheques will not be accepted.
- **In Person** at Civic Centre, Silver Street, Enfield from Monday - Friday between 9.00am and 4.30pm.
- **Over the Counter at your Bank** - there will be no charge by your own bank for this. Please allow 4 working days for your payment to reach your account.
- **Handytill** - At the Civic Centre, Ordinance Road Library or Edmonton Green library. Place your money and payment-slip in the envelope provided at these locations and place in the handytill. Write your account or invoice number on your payment slip or on the back of your cheque. The handytill will print a receipt.

Please note you cannot pay your Council Tax at Post Offices

Standing Order - Allow **10 working days** for the payment to reach your Council Tax Account in advance of the instalment due date and quote the following Enfield Council Details:

Sort Code: 40 20 23, Account Number: 81228307 and your Council Tax account number as shown overleaf.

How to Contact Us



Email - revs@enfield.gov.uk. For general information and on-line forms visit www.enfield.gov.uk/counciltax



Phone - Lines are open Monday to Friday excluding bank holidays. We can only speak to the account holder or claimant unless we have written or verbal authorisation to speak to another person on their behalf.

Council Tax Enquiries	020 8379 1000 (8am - 6pm)
Benefit Enquiries (Housing and Council Tax)	020 8379 3798 (8:30am - 4:30pm)
Text Phone	020 8379 4419



In Person - at the following locations: Helpdesks open Monday - Friday

John Wilkes House, 79 High Street, Ponders End, Enfield, EN3 4EN	(9am - 4pm)
Civic Centre (Ground Floor), Silver Street, Enfield, EN1 3XW	(9am - 4pm)
Edmonton Centre (1st floor), 36 - 44 South Mall, Edmonton, N9 0TN	(8.30am - 5pm)

For picking up forms and handing in documents plus appointment service:



Post - Revenues & Benefits, Enfield Council, PO Box 63, Civic Centre, Silver Street, Enfield EN1 3XW