



**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 to:

Revenues and Benefits,
Enfield Council P.O. Box 63,
Civic Centre, Silver Street
Enfield, Middlesex. EN1 3XW

Name(s) of Account Holder(s)

Bank/Building Society account number

--	--	--	--	--	--	--	--

Branch sort code

--	--	--	--	--	--

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

COUNCIL TAX/BUSINESS RATES ACCOUNT NUMBER

5	5	5	0	8	5	9	6						
---	---	---	---	---	---	---	---	--	--	--	--	--	--

Originators Identification Number

2	4	2	4	6	8
---	---	---	---	---	---

Property Address
109 Burncroft Avenue
Enfield
EN3 7JQ

This is not part of the instruction to your Bank or Building Society

Choice of Payment dates.

Please tick your preferred Direct Debit payment date:

☐	1st	☐	11th	☐	21st	☐	28th
--------------------------	-----	--------------------------	------	--------------------------	------	--------------------------	------

Instruction to your Bank or Building Society

Please pay Enfield Council Direct Debits from the account detailed
in the instruction subject to the safeguards assured by the Direct
Debit Guarantee. I understand that this instruction may remain
with Enfield Council and, if so, details will be passed electronically
to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit instructions for 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 Enfield Council will notify you at least 10 working days in advance of your account being debited or as otherwise agreed. If you request Enfield Council to collect a payment, confirmation of the amount and date will be given to you at the time of request. If an error is made in the payment of your Direct Debit by Enfield Council on 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 Enfield Council 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.