



Please fill in the form using a ball point pen and send to your organisation. Payments will be collected by:

**allpay Limited
Fortis et Fides
Whitestone Business Park
Whitestone
Hereford
HR1 3SE**

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

Service User Number

| | | | | | |
|---|---|---|---|---|---|
| 9 | 4 | 2 | 8 | 0 | 4 |
|---|---|---|---|---|---|

Name(s) of Account Holder(s).

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| |

Bank/Building Society Account Number.

| | | | | | | | | | |
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|--|--|--|--|--|--|--|--|--|--|

Branch Sort Code.

| | | | | | |
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|--|--|--|--|--|--|

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

| | |
|-----------------|-----------------------|
| To: The Manager | Bank/Building Society |
| Address | |
| | |
| | |
| Postcode | |

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|---|------|
| For allpay Limited official use only. This is not part of the instruction to your Bank or Building Society. Please complete your address and telephone number. | |
| Address: | |
| | |
| | |
| Postcode: | |
| | |
| Telephone: | Ref: |

Instruction to your Bank or Building Society

Please pay allpay 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 and, if so, details will be passed electronically to my Bank or Building Society.

| |
|--------------|
| Signature(s) |
| |
| Date |

Reference

| | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| V | E | N | T | | | | | | | | | | | | | | | | |
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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 Bank 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 amount to be paid or the payment dates change allpay Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by allpay Limited 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.

Direct Debit Payment Details

| | | | |
|---|--|---------------------------------|--|
| Reference number | | | |
| 1 st Payment Amount | | Date of 1 st Payment | |
| Subsequent Payments | | Next Due Date | |
| Frequency of Payment | | | |
| Area office (if applicable) | | | |
| Date of entry onto Webconnect | | | |
| Please enter the details of the customer, if different from those of the bill payer overleaf: | | | |
| Name | | | |
| Address | | | |
| | | | |
| | | | |
| Post Code | | | |

Payments will be collected on behalf of :

Venture Housing Association Ltd
Venture House
212H Boaler Street
LIVERPOOL
L6 6AE