

Welwyn Hatfield Council. Council Tax Direct Debit.

Welwyn Hatfield Council
Council Offices
Campus East
Welwyn Garden City
Herts AL8 6AE



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

Originator's Identification Number

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Name and Full Address of your Bank/Building Society Branch

To: The Manager _____
_____ Bank/Building Society
Address: _____

_____ Postcode: _____

Council Tax
Reference Number:-

Please pay Welwyn Hatfield Council Direct Debits from the Account detailed on the instruction subject to the safeguards assured by The Direct Debit Guarantee.

Account Holders
Signature(s) _____

Date: _____

Name(s) of Account Holder(s):

Branch Sort Code:

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Bank or Building Society Account Number:

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The Direct Debit Guarantee

- ◆ This Guarantee is offered by all banks or Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the scheme is monitored and protected by our own Bank & Building Society.
- ◆ If the amounts to be paid or the payment dates change Welwyn Hatfield Council will notify you 14 working days In advance of your account being debited or as otherwise agreed.
- ◆ If an error is made by Welwyn Hatfield Council 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.

The information on this form is necessary to administer your council tax and fulfil the council's statutory functions, and will not be used for any other purposes.

Privacy Notice – Welwyn Hatfield Borough Council is committed to protecting your privacy when you use our services. Our privacy notice explains how we use information about you and how we protect your privacy www.welhat.gov.uk/privacy-notice.