



# Instruction to your Bank or Building Society to pay Direct Debits



9 4 1 2 7 8

**Please fill in the whole form and send it to:**

Agriculture and Horticulture Development Board, Stoneleigh Park, Kenilworth, Warwickshire CV8 2TL

**1. Name and full postal address of your Bank or Building Society branch**

To: The Manager

Bank/Building Society

Address

Post Code

**2. Name(s) of account holder(s)**

**5. Reference Number**

**3. Branch Sort Code**

(From the top right hand corner of your cheques)

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**4. Bank or Building Society account number**

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**6. Instruction to your Bank or Building Society**

Please pay AHDB

Direct Debits from the account detailed on this Instruction are subject to the safeguards assured by The Direct Debit Guarantee.

Signature(s)

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Date

.....

For more information on payment by Direct Debit, please refer to page 3

Bank and Building Societies may not accept Direct Debit Instructions for some types of account



## The Direct Debit Guarantee

- This Guarantee is offered by all Banks 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 amounts to be paid or the payment dates change, you will be told of this in advance by at least 14 days as agreed.
- If an error is made by the Agriculture and Horticulture Development Board 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 branch or Building Society. Please send a copy of your letter to AHDB.

