

Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

Data Energy Management Services Ltd
Sion Park
Stansted Road
Birchanger
Bishops Stortford
Hertfordshire
CM23 5PU

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	

Reference

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

Service user number

2	9	2	9	4	1
---	---	---	---	---	---

FOR DATA ENERGY MANAGEMENT SERVICES LTD OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

Development

--

Flat Number

--

PLEASE NOTE, DIRECT DEBITS FOR INVOICES DUE FOR PAYMENT WILL BE COLLECTED ON THE 14TH DAY FOLLOWING THE INVOICE DATE OR THE FIRST WORKING DAY THEREAFTER.

Instruction to your bank or building society

Please pay Data Energy Management Services Ltd 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 Data Energy Management Services Ltd and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date	

DD11

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 Data Energy Management Services Ltd will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Data Energy Management Services Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Data Energy Management Services Ltd or 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 Data Energy Management Services Ltd 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.