

Hoathly Hill Trust

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

Please fill in the whole form using a ball point pen and send it to:	
Arc Hall	
29 Hoathly Hill	
West Hoathly	
East Grinstead	
West Sussex	Service user number
RH19 4SJ	
Name(s) of account holder(s)	Reference
(-,	
Bank/building society account number	Instruction to your bank or building society Please pay Hoathly Hill Trust 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 Hoathly Hill Trust Ltd and, if so, details will be passed electronically to my bank/building society.
Branch sort code	
Name and full postal address of your bank or building society To: The Manager Bank/building society	
Address	Signature(s)
Postcode	Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

DDI2

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 Hoathly Hill Trust Ltd will notify you 30 working days in advance of your account being debited or as otherwise agreed. If you request Hoathly Hill Trust 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 Hoathly Hill Trust 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 Hoathly Hill Trust 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.