



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

Please complete the whole form using a black ball point pen and send it to:

Service User Number

mhs homes limited
 Broadside
 Leviathan Way
 Chatham
 Kent, ME4 4LL

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FOR **mhs homes limited** OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society

Names(s) of Account Holders(s)

Property Address:

Bank/Building Society Account Number:

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Payment Date

Monthly on _____ date
 (please write in required day from 1st to 28th)

Weekly on _____ day
 (please write in required day from Mon to Fri)

Fortnightly on Tuesday _____
 (please write in required start date giving at least 14 days notice)

Fortnightly on Friday _____
 (please write in required start date giving at least 14 days notice)

Branch Sort Code

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Name and full postal address of your Bank or Building Society

To the Manager	Bank/Building Society
Address	
Postcode	

Instruction to your Bank/Building Society
 Please pay **mhs homes 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 **mhs homes limited** and if so, details will be passed electronically to my Bank / Building Society.

Signature(s)

Date

Reference Number

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

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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 mhs homes will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request mhs homes 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 mhs homes 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 mhs homes 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.



1 Direct Debit
0 queues
0 worries
0 extra cost

Pay the easy way – set up a
Direct Debit today!

1. Complete the form overleaf – making sure to include your address
2. Return to **mhs homes**, Broadside, Leviathan Way, Chatham, Kent, ME4 4LL
3. Relax! We will send you a payment schedule for the year ahead

Registered Name: **mhs homes limited**
Registered Office: Broadside, Leviathan Way, Chatham, Kent ME4 4LL
Registered under: Industrial & Provident Societies Act 1965 (No.26688R)
Place of Registration: England