

**BLAENAU GWENT COUNTY BOROUGH COUNCIL
CYNGOR BWRDEISDREF SIROL BLAENAU GWENT**

Municipal Buildings, Civic Centre, Ebbw Vale, NP23 6XB.

Phone: (01495) 355 212

Fax: (01495) 356 132



DIRECT DEBIT INSTRUCTION

<p>Please fill in the whole form and return to:</p> <p>Blaenau Gwent County Borough Council Revenues Section Civic Centre Ebbw Vale NP23 6XB</p>	<p>Originator's Identification Number</p> <table border="1"><tr><td>6</td><td>2</td><td>4</td><td>7</td><td>2</td><td>2</td></tr></table>	6	2	4	7	2	2		
6	2	4	7	2	2				
<p>1 Name and full postal address of your Bank or Building Society Branch To: The Manager</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p>Your name and address:</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>								
<p>2 Names of Account Holder(s)</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	<p>5 Council Tax Reference Number</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>								
<p>3 Branch Sort Code (from the top right-hand corner of your cheque)</p> <table border="1"><tr><td><input type="text"/></td><td><input type="text"/></td><td>-</td><td><input type="text"/></td><td><input type="text"/></td><td>-</td><td><input type="text"/></td><td><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<p>6 Instruction to your Bank or Building Society Please pay Blaenau Gwent County Borough Council Direct Debits from the account detailed on this instruction subject to the Safeguards assured by the Direct Debit Guarantee.</p> <p>Signature(s) _____ Email Address _____ Tel No. _____ Date _____</p>
<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>		
<p>4 Bank or Building Society Account Number</p> <table border="1"><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
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**Banks or Building Societies may refuse to accept Direct Debits from some types of accounts
Please indicate preferred date (by ticking one box only).**

1st 8th 15th 22nd 23rd Weekly (Every Friday)

Payments will be deducted from your bank account on or around your preferred date.

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, Blaenau Gwent CBC will notify you 10 working days in advance of your account being debited or as otherwise agreed.

If an error is made by Blaenau Gwent CBC 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 at Revenue Amendment Section Blaenau Gwent County Borough Council, Civic Centre, Ebbw Vale, NP23 6XB.