Customer Services
Stirling Council - Viewforth, Stirling, FK8 2ET.
Tel.:01786 443236
Fax.:01786 443115
e-mail: taylorc@stirling .gov.uk

Head of Service: Willie Watson

Your daytime phone number (in case of query)	

Direct Debit Instruction : Non Domestic Rates

Please fill in the details below and return the form to us. The guarantee is for you to keep.

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

Please fill in the whole form and send it to**:** Stirling Council, FREEPOST NAT6427, Customer Services, Viewforth, Stirling FK8 2WZ

Originators I.D. Number

9	1	6	3	2	7

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

To: The Manager

Bank or Building Society

Address

Rates Ref. Number (from your bill)

Instruction to your Bank or Building Society.

Please pay Stirling Council 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 Stirling Council and, if so, details will be passed electronically to my Bank/Building Society.

Name(s) of account holder(s)

Branch sort code (from the top right hand corner of your cheque) - -

Bank or Building Society account number

Signature(s)
Date

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

Please keep this section for your information

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, Stirling Council will notify you at least 5 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Stirling Council 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 Stirling Council.