DIRECT Debit

FOXES
PROPERTY MANAGEMENT

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:

6 Poole Hill,
Bournemouth,
Dorset, BH2 5PS
Phone: 01202 299099
Fax: 01202 780480

Service user number

6	9	5	6	8	3

Reference

FOR FOXES PROPERTY MANAGEMENT OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

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

Instruction to your bank or building society

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

Signature(s)

Date

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

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Name and full postal address of your bank or building society

To: The Manager — Bank/building society

Address

Postcode

Standing Order Cancellation

With immediate effect, please cancel my/our standing order authority payable to Foxes Property Management Ltd under:

Account reference No.

Branch sort code

Bank/building society account number

Name(s) of account holder(s)

Signature(s)

Date

This guarantee should be detached and retained by the payer.

DIRECT Debit

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 Foxes Property Management Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Foxes Property Management 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 Foxes Property Management 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 Foxes Property Management Ltd asks you to