

Paying your bill by Direct Debit



Instructions to your Bank/Building Society

Please fill in the whole form using pen and **BLOCK CAPITALS**

Originator's Identification No:

850160

Please write the name and full postal address of your branch below

To: The Manager of								Bank / Building Society
Address (inc postcode)								
name of account holder(s)								
Account number								
Sort code (on the top right hand corner of your cheques)								

Some Banks/Building Societies may refuse to accept instructions to pay Direct Debits from some types of accounts - please check with your bank if you are unsure.

Your Council Tax Reference Number

(shown on your bill):

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

Signature(s)

Date

Please complete (This is not part of the instruction to your Bank/Building Society)

Name(s) on the Council Tax bill

Your Address (inc postcode)

Phone number

Email address

Please select your preferred monthly payment date.

5th 10th 15th 25th

Please select the number of months you wish to pay your bill over.

10 months (April to January)

12 months (April to March)

Please return your completed form to:
Bradford Council Revenues & Benefits Service, Britannia House, Hall Ings, Bradford, BD1 1HX