



**DIRECT DEBIT INSTRUCTION**

Please complete and return to:

**Leek Building Society,  
50 St. Edward Street, Leek, Staffs, ST13 5DL**

Name and full postal address of the Bank or Building Society from which the monies will be paid:

To

Address

Postcode

Name(s) of Account Holder(s)

Originators Identification Number:

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Reference number/Leek Building Society mortgage account number (Society to complete)

<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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**Your payment date will be the 1<sup>st</sup> of each month.**

**Instructions to your Bank or Building Society:**

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

Bank/Building Society Account Number

<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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Sort Code

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Signature(s)

<input type="text"/>
<input type="text"/>
<input type="text"/>

Date

**Bank and Building Societies may not accept Direct Debit instructions for some types of accounts.**

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, Leek Building Society will notify you 7 working days in advance of your account being debited or as otherwise agreed. If you request Leek Building Society 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 Leek Building Society 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 Leek Building Society 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.