



Standing order form

Instructions to your bank or building society

Please complete in BLOCK CAPITALS and in black ink marking the appropriate box(es) with an X.

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If you make a mistake, shade out the whole box and mark the correct one. Please note that it takes up to five working days to set up a standing order.

1 Details of the account where payments will come from

Account name

Account number

Sort code

2 Details of the account where payments will be sent to

Account name

Name of bank or building society

Branch

Reference (enter your surname and storage ac. no.)

Account number

Sort code

3 Payment details

Regular amount (in figures)

Date of first payment

Either

Date of final payment

Frequency

Choose one option by marking one of the boxes with an X

Six monthly
 Monthly
 Quarterly
 Annually

Continue payments until cancelled by me/us in writing – mark box with an X.

4 Special instructions

Please mark one of the boxes with an X, if either the first, or final payment amount, is different from the regular amount.

First
 Final

Amount of first or final payment if different from regular amount

Signature

Signature (if joint account)

Date