



HAMDDEN RHONDDA CYNON TAF LEISURE



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

Please fill in the whole form using a ball point pen and send it to:

Rhondda Cynon Taf County Borough Council  
Llwyn Castan  
Library Road  
Pontypridd CF37 2YA  
Telephone: 01443 400563

Originators Identification Number  
7 2 8 2 8 6

Reference

Name(s) of Account Holder(s)

#### Instructions to Bank or Building Society

Please pay Rhondda Cynon Taf County Borough 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 Rhondda Cynon Taf County Borough Council and, if so, details will be passed electronically to my Bank / Building Society.

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

Signature(s)  
Date

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



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 by Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Rhondda Cynon Taf will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Rhondda Cynon Taf 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 Rhondda Cynon Taf or your bank or building society you are entitled to a full and immediate refund of the amount paid by your bank or building society
  - If you receive a refund you are not entitled to, you must pay it back when Rhondda Cynon Taf 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.

