

**Leicestershire, Leicester and Rutland Community
Foundation Direct Debit Form**



Forename(s)

Surname

Your home address

County

Post Code

Your telephone number (optional)

Your e-mail address (optional)



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



Name(s) of Account Holder(s)

Originator's Identification Number

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Bank/Building Society account number

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Branch Sort Code

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**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 the Leicestershire, Leicester and Rutland Community Foundation (LLRCF) 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 LLRCF 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 from 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 take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Leicestershire, Leicester and Rutland Community Foundation will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Leicestershire, Leicester and Rutland Foundation or your Bank/Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time, by writing to your Bank or Building Society. Please also send a copy of your letter to us.