

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

Please fill in the whole form and send it to: The Phone Co-op Limited, 5 Millhouse, Elmsfield Industrial Estate, Chipping Norton, Oxon OX7 5XL

**Name and full postal address of your Bank or Building Society**

To: The Manager	Bank/Building Society
Address	
Postcode	

**Name(s) of Account Holder(s)**


**Bank/Building Society account number**

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**Branch Sort Code**

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**Your Phone Coop Account Number:**

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**Originator's Identification Number**

6	7	5	1	4	6
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**Instruction to your Bank or Building Society**

Please pay The Phone Co-op Limited 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 Phone Co-op Limited and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

DDI4

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 accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit The Phone Co-op will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request The Phone Co-op 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 The Phone Co-op 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 The Phone Co-op 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.