RL360°

DIRECT Debit

Hartley Pensions Trustees Limited

INSTRUCTIONS TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

PLEASE FILL IN THE WHOLE FORM USING A BALL POINT PEN AND SEND TO:

Hartley Pensions Ltd
5th Floor
25 Marsh Street
Bristol
BS1 4AQ

Service user number

1	6	6	2	6	6

Name(s) of Account Holder(s)

Reference

Bank/building society account number

Branch sort code

INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY

Please pay Hartley Pensions Trustees 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 Hartley Pensions Trustees Limited and, if so, details will be passed electronically to my bank/building society.

Name and full postal address of your Bank or Building Society

To the manager of: Bank/Building Society

Address:

Signature(s):

Date (DD/MM/YYYY):

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

THIS GUARANTEE SHOULD BE DETACHED AND RETAINED BY THE PAYER

DIRECT Debit

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, Hartley Pensions Trustees Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Hartley Pensions Trustees Limited to collect a payment, confirmation of the amount and date will be given out to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Hartley Pensions Trustees Limited 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 Hartley Pensions Trustees Limited 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.