ST. COLUMBA'S SCHOOL LTD

Instruction to your Bank or Building Society to pay Direct Debits

DIRECT Debit

Originators identification number

9	8	4	9	9	1

Please fill in the whole form and send it to **St. Columba's School Finance Office**
Knockbuckle Road
KILMACOLM
PA13 4EQ

1. Name and full postal address of your Bank or Building Society branch

To: The Manager

Address

Postcode

2. Name(s) of account holder(s)

3. Branch sort code
(from the right hand corner of your cheque)

4. Bank or Building Society account number

5. St. Columba's School Pupil Reference

6. Instruction to your Bank or Building Society.
Please pay St. Columba's School Ltd Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee

Signature(s)

Date

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

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, you will be told of this in advance by at least 14 days as agreed.

If an error is made by St Columba's School Ltd or your Bank or 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.

THIS GUARANTEE SHOULD BE DETACHED AND RETAINED BY THE PARENT