Standing Order Instruction

To the Manager of …… Bank / Building Society

Please set up the following Standing Order and debit my /our account accordingly

Account Details

Name of account holder ……..

Sort Code …… Account Number……..

Payee details

Please pay **HSBC Bank PLC** Account Number: **71098969** Sort Code: **40 -05- 20**

For the credit of **WRCDT Harpenden DWG** Reference: **Surname and Initials**

About the payment

Payments to be made Monthly / Quarterly / Half Yearly / Yearly

1st Payment **Date …….. Amount ……..**

Thereafter make payments on the …… day until further notice

(payments will be made until you cancel this instruction)

Confirmation

Title …… **First Name** …….. **Surname** ……..

Address: ……

…… **Post Code** ……

Customer Signature …… **Date** ……

Note to The Bank

This Standing Order is to replace any existing Standing Order to the above bank account