



Please fill in the whole form using a ball point pen and send it to:

SCG South West Limited t/a SCG Living
Oak House
Fountain Court
New Lease
Bradley Stoke
Bristol
BS32 4LA

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

Originator's Identification Number

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Name(s) of Account Holders

Reference 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 SCG South West Limited Direct Debits from the account detailed in this instructions subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with SCG South West Limited, and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

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The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions by Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit SCG South West Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request SCG South West Limited 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 SCG South West 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 SCG South West 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.