

Rent payment by standing order

Note for tenants: When this form is completed it should be taken to your bank without delay. It is your responsibility to tell your bank if there is any change in the amount due, for example a change in housing benefit. Further forms to change your standing order are available from any housing office.

Enquires to: Bolton at Home, Debit Control, 98 Waters Meeting Road, Bolton BL1 8SW.
Tel: 01204 328022

Please allow at least seven working days for payment to reach your rent account.

Name and address of bank

Name and address of account holder

To _____ PLC

Please debit payments from my bank account no _____

Signed _____ Date _____

Please pay to Lloyds Bank Sort Code 30-80-12 Account Number 13198868 for the credit of Bolton at Home Ltd.

For monthly payments:

One payment of £ : on and
Further payments of £ : on the day of each month until
further notice.

OR

For weekly payments:

Weekly payments of £ : starting until further notice.

IMPORTANT!

When making payments always quote rent a/c reference number _____

(13 or 14 digit numeric reference)

Please cancel any previous standing orders on this reference.

Bolton
at Home

