



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

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

Saffron Building Society  
Saffron House  
1a Market Street  
Saffron Walden  
Essex, CB10 1HX

### Originators Identification Number

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### Reference

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### Name(s) of Account Holder(s)


### 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

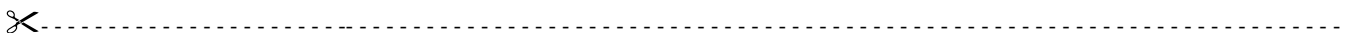
To the Manager Society	Bank/Building Society
Address	
Postcode	

### Instruction to your Bank or Building Society

Please pay Saffron Building Society 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 Saffron Building Society and, if so, details will be passed electronically to my bank/building society.

Signature(s)
Date

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



This guarantee should be detached and retained by the Payer.

## 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 Saffron Building Society will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Saffron Building Society to collect a payment, confirmation of the amount and date will be given to you at the time of request
- If an error is made in the payment of your Direct Debit by Saffron Building Society 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 Saffron Building Society 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