

# INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

## REGISTRATION

Please fill in the whole form using a ball point pen:

**Fennies Day Nurseries Ltd.**  
**Registered address, Christchurch Road,**  
**Pompisford Road, Purley, CR8 2NL**

Name(s) of Account Holder(s)


Branch Sort Code

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Bank/Building Society account number

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Name and full postal address of your Bank or Building Society

To The Manager	Bank/Building Society
Address	
Postcode	

Reference Number (Fennies Day Nurseries use only and is not part of the instruction to your Bank or Building Society)

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Originator's Identification Number

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### Instruction to your Bank or Building Society

Please pay Fennies Day Nurseries Ltd 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 Fennies Day Nurseries Ltd and, if so details will be passed electronically to my Bank/Building Society.

Address line 1
Address line 2
Town / City
Postcode

Signature(s)
Telephone Number
Date
Email



# 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 Fennies Day Nurseries Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Fennies Day Nurseries Ltd 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 Fennies Day Nurseries Ltd 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 Fennies Day Nurseries Ltd 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.

