

Pay your rent the easy way with Direct Debit



Name

Address

.....

.....

Garage address

.....

Please give your telephone number in case of query

Home Work

Why pay by Direct Debit?

- It's safe and secure and you're in control
- You can enjoy the peace of mind knowing your rent is being paid on time
- Is flexible, you can cancel at any time
- Is a secure means of payment that you can trust
- Gives you peace of mind - payments are made automatically
- You can be sure your rent is paid when it's due where ever you may be

Once you have set up your Direct Debit your rent will be paid automatically on pre-agreed date each month. You are protected by a comprehensive guarantee which means you get a full and immediate refund from your bank if an error is made in the payment of your Direct Debit.

GDPR Statement - SCH will not share your personal data unless required to do so by law or for the prevention or detection of fraud. We may share data with other council services & partner organisations to ensure records are kept accurate and to identify services or benefits you may be entitled to or interested in. For more information please see our Data Privacy Notice on our website at www.solihullcommunityhousing.org.uk

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



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

Solihull Community Housing
Endeavour House
Meriden Drive
Solihull
B37 6BX

Service user number

4 3 7 4 3 3

For Solihull Community Housing use only.
This is not part of the instruction to your bank or
building society

Date/...../.....

If you need any help please telephone 0121 717
1515

Name(s) of Account Holder(s)

Bank/Building Society account number

Brand sort code

Name and full postal address of your Bank/Building Society

To: The Manager

Bank/Building Society

Address

Postcode

Please pay Solihull M.B.C 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 Solihull M.B.C and, if so, details will be passed
electronically to Bank/Building Society.

Signature(s)

Date

Tenancy Reference Number

Pay your rent in the normal way until you have received a letter informing you of how much your instalments
will be and the date they commence.

NOTE: Direct Debits can be taken from your account monthly, fortnightly or weekly. Please indicate with a tick
in your preferred option (if monthly please include preferred date):

Monthly

Date

Fortnightly every Friday

Weekly every Friday

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 Solihull M.B.C will notify you at least 10
working days in advance of your account being debited or as
otherwise agreed. If you request Solihull M.B.C 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 Solihull Community Housing 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 Solihull M.B.C 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.