St Peter's School
Kettering
NN15 6DJ

Instruction to your bank or building society to pay by Direct Debit

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

The Bursar
St Peter's School
52 Headlands
Kettering
Northants
NN15 6DJ

Service user number

2	8	8	9	4	7

Reference

Name(s) of account holder(s)

Please tick the relevant option below

Please collect my fee invoices termly in advance ☐

I have signed a monthly agreement form, please collect monthly in accordance with the scheme agreement ☐

Bank/building society account number

Branch sort code

Name and full postal address of your bank or building society

Instruction to your bank or building society

Please pay St Peter's School 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 St Peter's School and, if so, details will be passed electronically to my bank/building society.

DDI3

To: The Manager — Bank/building society

Address

Postcode

Signature(s)

Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

This guarentee should be detatched 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 St Peter's School will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request St Peter's School 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 St Peter's School 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 immediately when St Peter's School 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.