



Inverclyde Council
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Direct Debit Instruction: Non Domestic Rates

Please fill in the details below and return the form to us. The guarantee is for you to keep.

Instruction to your Bank or Building Society to pay by Direct Debit. Includes fields for bank address, account holder name, branch sort code, account number, rates, and signature. Also includes Originators I.D. Number (802832) and a guarantee section.

Please keep this section for your information

The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.
If there are changes to the amount, date or frequency of your Direct Debit Inverclyde Council will notify you 10 working days in advance...
If an error is made in the payment of your Direct Debit by Inverclyde Council or your Bank or Building Society, you are entitled to a full and immediate refund...
If you receive a refund you are not entitled to, you must pay it back when Inverclyde Council 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.

