



Please fill in the relevant details using a ball point pen and send it to:

TARGET HCA
 PO BOX 911
 NEWPORT
 NP20 9PA

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

Name(s) of account holder(s)

Service User Number

Reference

Bank / Building Society account number:

Branch sort code:

Instruction to your Bank or Building Society

Please pay Elderbridge re: HCA 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 Elderbridge re: HCA and, if so, details will be passed electronically to my Bank or Building society.

Name and full postal address of your bank or building society

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

DDI1

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 Elderbridge re: HCA will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Elderbridge re: HCA 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 Elderbridge re: HCA 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 Elderbridge re: HCA 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.