



# 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:

BFAWU  
FREEPOST BBT 202  
WELWYN GARDEN CITY  
HERTS  
AL8 7BR

Originator's Identification Number

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Name(s) of Account Holder(s)


Bank/Building Society account number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

FOR BFAWU OFFICIAL USE ONLY  
This is not part of the instruction to your Bank or Building Society  
Please tick below to indicate whether you wish to pay monthly (to be collected on the first working day of every month) or weekly (to be collected every Monday):

Monthly

Weekly

Instruction to your Bank or Building Society

Please pay Bakers Food & Allied Workers Union 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 Bakers Food & Allied Workers Union and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

Reference Number

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

DD11

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 take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Bakers Food & Allied Workers Union will notify you at least ten working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Bakers Food & Allied Workers Union or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.