

Direct Debit Mandate

For deposits into your Credit Union account



Please fill in the form using BLOCK CAPITALS and black ink. Tick any boxes which apply.

Your Name:

Your Membership Number:

To start saving into your Leeds Credit Union account by Direct Debit, please choose ONE of the following options:

I would like to save a total of £ per week on MON / TUE / WED / THU / FRI

I would like to save a total of £ per month on of every month*

*Please note, for monthly collections we can only offer 1st-28th of the month.

Please indicate below, how you would like your deposit to be split**

£ <input type="text"/>	Membership Account	Total Direct Debit amount: £ <input type="text"/>
£ <input type="text"/>	Regular Saver	
£ <input type="text"/>	Christmas Club	
£ <input type="text"/>	Loyalty Account	
£ <input type="text"/>	First Saver <input type="text"/>	

Deposits to your membership account must include minimum savings plus any loan repayments, budget payments and lottery tickets. **Please note that all funds for weekly direct debits can only be paid into membership

11. Direct Debit Mandate

Please complete if you wish to save by Direct Debit.

Leeds City Credit Union

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

Please fill in the form and send it to: Leeds City Credit Union, Westminster Buildings, 31 New York Street, Leeds LS2 7DT



This is not part of the instruction to your bank or building society

Please indicate below your preferred date.

Date: Monthly Weekly

Total deduction (weekly/monthly):

Deduction Reference:

(If the above reference has not been completed please contact the Credit Union office.)

Name and full postal address of your bank or building society:

To: The Manager Bank/building society

Address:

Postcode:

Name(s) of account holder(s):

Branch Sort Code:

Bank or Building Society Account Number:

Service user number:

Reference:

Instruction to your Bank or Building Society

Please pay Leeds City Credit 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 Leeds City Credit Union and, if so, details will be passed on electronically to my bank/building society.

Signed:

Date:

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

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 Leeds City Credit Union will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Leeds City Credit Union 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 Leeds City Credit Union 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 Leeds City Credit Union 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.

