Bank Standing Order Mandate

Please complete every part

MANCHESTER CITY COUNCIL

To the manager

Name of your bank
Address of Bank (in full)

Date [ ] [ ] 20 [ ]

Please make the payments below and debit my/our account

Sort code [ ][ ] [ ][ ] [ ][ ]

Name of account (where the money will come from)

[ ]

Account Number [ ][ ][ ][ ][ ][ ][ ][ ]

Please pay:

Barclays Bank, 51 Mosley Street, Manchester, M60 2AU Sort

code: 20-55-58

Account name: Manchester City Council - Receipts Account

Account Number

5	3	3	4	8	0	7	5

My tenancy reference (made up of four letters and six numbers eg ABCD1234/01).

								/		

(Your tenancy reference is on the bottom right hand corner of your rent card, or on your tenancy agreement)

Amount

£ [ ]

Amount (in words)

[ ]

To find the weekly or monthly amount please contact MCC Housing Services on 03000 123 123

Date of first payment

Date [ ] [ ] 20 [ ]

Frequency of payment - (please tick which)

[ ] weekly [ ] every 2 weeks [ ] every 4 weeks [ ] calendar month

Payments are to continue until

Date [ ] [ ] 20 [ ]

This instruction cancels any previous order in favour of the payee in relation to the Tenancy Rent Reference above.

(date of last payment) or until you receive further notice in writing

Name including title: (Mr/Mrs/Miss/Ms)

[ ]

Signature

[ ]

Your address (including postcode)

[ ]