Michael Hall
a Steiner Waldorf School

DIRECT Debit

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

Please fill in the whole form using a ball point pen and send it to:

KIDBROOKE PARK
FOREST ROW
EAST SUSSEX
RH18 5JA

Originator's Identification Number

2	4	7	4	1	2

Name(s) of Account Holder(s)

Reference Number

Instruction to your Bank or Building Society
Please pay Michael Hall School Ltd 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 Michael Hall School Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society

Address

Postcode

Signature(s)

Date

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

DDI2

This guarantee should be detached and retained by the Payer.

DIRECT Debit

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, Michael Hall School Ltd will notify you five working days in advance of your account being debited or as otherwise agreed. If you request Michael Hall School to request a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your direct debit by Michael Hall School Ltd 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 that you are not entitled to, you must pay it back when Michael Hall School Ltd asks you to.
- You can cancel a Direct Debit at any time by simply contacting your Bank or Building Society. Written confirmation maybe required. Please also notify us.