



CITY OF
Lincoln
COUNCIL

Customer Name

Customer Address

Name(s) of Account Holder(s)

Bank/Building Society Account number

--	--	--	--	--	--	--	--

Branch Sort Code

		-			-		
--	--	---	--	--	---	--	--

Name and full postal address of your Bank/Building Society.
To the Manager, Bank/Building Society
Address

Postal code

National Non Domestic Rates Account Number

--	--	--	--	--	--	--	--



**DIRECT
Debit**

NATIONAL NON DOMESTIC RATES

ORIGINATORS REFERENCE

9	3	0	0	8	5
---	---	---	---	---	---

Instructions to your Bank or Building Society to pay National Non Domestic Rates by Direct Debit.

Please fill in the whole form and send it to:
City of Lincoln Council, Business Rates Section,
City Hall, Beaumont Fee, Lincoln LN1 1DB

Payment date- I/We wish to pay monthly on:
(Please tick **one** of the following dates)

1 st	8 th	15 th	22 nd

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

Instruction to your Bank or Building Society

Please pay the City of Lincoln Council from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee.

Signature(s) _____

Date _____

The Direct Debit Guarantee

- This guarantee is offered by all Banks/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/Building Society.
- If the amounts to be paid or the payment dates change you will be told of this by at least 14 days in advance.
- If an error is made by the City of Lincoln Council or your Bank/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/Building Society. Please also send a copy of your letter to us.