

New Standing Order Instruction

DEAR BANK MANAGER: (Please complete name of your bank):

Please set up the following Standing Order and debit my/our account accordingly

YOUR BANK ACCOUNT DETAILS:-

Account name _____ Account number _____

Account holding branch _____ Sort code

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2. Payee details

Name of person or organisation you are paying

ST PATRICKS SCHOOL100 CLUB

Payment reference (if known) - this will appear on the bank statement of the person or organisation you wish to pay

YOUR SURNAME (plus your membership number)

Sort code - the bank code of the person or organisation you are paying

60-20-45

Account number - the account number of the person or organisation you wish to pay
(Eight digits - if less place zeros at the front)

45044546

3. About the payment

How often are the payments to be made

Weekly	<input type="checkbox"/>	Two weekly	<input type="checkbox"/>	Four weekly	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Quarterly	<input type="checkbox"/>	Half yearly	<input type="checkbox"/>	Yearly	<input type="checkbox"/>		

Amount details

Date and amount of first payment
(please allow 3 working days for receipt)

£ , .

Date and amount of ongoing payments
(If different from the first payment)

£ 1,000

Choose one of the following two options

1. Date and amount of final payment

£

2. Until further notice ☐ (payments will be made until you cancel this instruction)

4. Confirmation

PLEASE SIGN HERE AND PRINT YOUR NAME:

Once you have been allocated a membership number this form will be returned to you so you can send it to your bank for actioning

YOUR SIGNATURE: DATE:

PLEASE PRINT YOUR NAME: