

INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT



Service user number

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Please fill in the whole form using a ball point pen and send to:
Mortgage Trust Services Plc, St. Catherine's Court, Herbert Road, Solihull B91 3QE

1. Name and full postal address of your bank or building society
To: The Manager
Bank/building society:
Address:
Postcode:

2. Name of account holder(s)

3. Bank/building society account number

4. Branch sort code

5. Reference (to be completed by Mortgage Trust Services Plc)

6. Instruction to your bank or building society
<p>Instruction to your bank or building society</p> <p>Please pay Mortgage Trust Services Plc Direct Debits from the account detailed on this instruction, subject to the safeguards assured by The Direct Debit Guarantee. I understand that this Instruction may remain with Mortgage Trust Services Plc and, if so, details will be passed electronically to my bank/building society.</p> <p>Signature(s)</p> <p>Date:</p>

Banks and buildings societies may not accept Direct Debit Instructions for some types of account.



This Guarantee should be detached and retained by the payer.

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 Mortgage Trust Services Plc will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Mortgage Trust Services Plc 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 Mortgage Trust Services Plc 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 Mortgage Trust Services Plc 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.