

Direct Debit Mandate Form



Why not pay your next invoice by Direct Debit?

Please fill in the whole form and send it to: **Accounts Receivables, PO Box 6441, Basingstoke, Hampshire, RG21 7FN**
or by email: **remittances@onceforall.com**

The Direct Debit Guarantee

- ✓ The Guarantee is offered by all Banks and 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 or Building Society.
- ✓ If an error is made by Once For All Limited or your Bank or 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 or Building Society. Please also send a copy of your cancellation letter to: **Accounts Receivables, Once For All Limited, PO Box 6441, Basingstoke, Hampshire, RG21 7FN** or by email: **remittances@onceforall.com**



Instruction to your Bank or Building Society to pay Direct Debits.



1	Full Name and Postal Address of your Bank or Building Society Branch
To the Manager of: Building Society/Bank	
Address:	
Postcode:	
Date:	

Originators ID Number	4	4	9	1	2	5
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(Account Reference)	Office use only

2	Name(s) of Account Holder(s)

5	Instructions to your Bank or Building Society
Please pay Once For All 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 Once For All Ltd and, if so, details will be passed electronically to my Bank or Building Society.	

3	Bank or Building Society Account Number

Signature(s)	Date:
2nd Signature if necessary	
Signature(s)	Date:

4	Sort Code

Your Details	
Company Name:	
Address:	
Postcode:	
Contact Name:	
Phone Number:	
Email:	

Please note Banks and Building Societies may not accept Direct Debit instructions for some types of account.
On receipt of the completed form we will collect payment for invoices by direct debit.