



Bankers standing order

Rent payments only

If your account is in arrears please contact your income officer to make an arrangement as to the amounts you wish to pay. Once this has been agreed the completed form can then be forwarded to your bank or building society.

Name and address of your bank or building society

To the manager, bank/building society

Address

..... Postcode

Bank/building society account number

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Branch sort code

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Please pay to:

Barclays Bank plc, Norwich. Sort code: 20-62-53

for the credit of:

Norwich City Council. Account number: 30821349

the sum of: £ commencing:

and thereafter (tick as appropriate) weekly fortnightly monthly

Please quote your rent account reference number
(the 11-digit number from the front of your rent notification letter)

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for all payments made under this order.

Signature

Name (please print)

Address

Postcode Date

Standing orders are the tenant's responsibility - when the amount of rent you owe changes, you must inform your bank or building society.