

Standing Order

Wandsworth

Director of Finance and Deputy Chief Executive
Chris Buss BA CPFA

ICS
PO Box 56566
Town Hall
LONDON
SW18 9FD

Phone: 020 8871 6297
Fax: 020 8871 6288

(insert your name and address)

Thank you for choosing to pay your account by standing order.

YOUR NEW PAYMENT DETAILS ARE SHOWN BELOW. IF YOU AGREE WITH THESE, YOU SHOULD FILL IN THE STANDING ORDER FORM AT THE BOTTOM OF THIS LETTER AND SEND IT STRAIGHT TO YOUR BANK. PLEASE DO NOT SEND IT TO US.

If you need more information, please contact the Finance Department at the address given above.

Reference number
You must give this
to us whenever
you ring or write.

(insert council account no)

The **Monthly** payments will be £ starting on (insert date)
and will continue until the final payment which will be £ (insert date)
or until cancelled by me in writing/until further notice.

Please fill in the details below and send the slip straight to your bank.

Name of bank:

Address and
postcode of bank

Please pay:

Barclays Bank PLC
Wandsworth SW18 2PR

Sort Code **20-90-69**

for Wandsworth Borough Council's
account number 40430196

Please take the amounts shown
above from my account.

Your bank
Account number:

Your signatures

Date