## **Standing Order Mandate** To the Manager: Name of your bank: Full postal address of your bank: ..... Post Code: Dear Sir/Madam, I/We hereby authorise and request you to debit my/our.....account (Name of your account i.e. business/personal) Account number: Bank sort code: With the sum of: (Write amount) (Write amount in words) £..... on 01.07.26. ...... **AND** £..... on 01.08.26. ..... And on the 1<sup>st</sup> of each month thereafter up to and **including 01.06.2027.** And to credit: BRIAN. J. SKELTON. Account number: 12700043 National sort code: 16-24-24 Royal Bank of Scotland PLC Bank address: Old Bank Chambers, 25 St Ann Street, Manchester, M60 2SS Payments are to continue until you receive further notice in writing. It shall be understood that the bank shall not be under any liability for damage or loss caused by any omission to make these payments. **Special instruction to the payments clerk:** Reference to be quoted on B.J.S. Properties account details: (Tenants insert your surname followed by the number of the house you are renting) Signature: ...... Print Name: ..... Today's date: .....

PLEASE RETURN THIS STANDING ORDER FORM TO ME. PLEASE PROVIDE AN UNSEALED STAMP ADDRESSED ENVELOPE TO YOUR BANK.