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accounts@entryphone.co.uk
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Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form and send it to:

The Entryphone Company Ltd
23 Granville Road
London
SW18 5SD

Name(s) of Account Holder(s):

Bank/Building Society Account Number:

____|____|____|____|____|____|____|____|

Branch Sort Code:

____|____|____|____|____|____|

Name and Full Postal Address of your Bank or Building Society:

To: The Manager	Bank/Building Society
Address	

Postcode	

Reference (please leave first four spaces blank)

____|____|____|____|____|____|____|____|____|____|____|____|

Service User Number:

6 | 2 | 9 | 9 | 9 | 1

This is not part of the Instruction to your Bank or Building Society.

Please complete the sections below

Installation Address

Postcode

Your email address

Instruction to your Bank or Building Society:

Please pay The Entryphone Company Limited 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 The Entryphone Company Limited and if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

This portion should be detached & 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 The Entryphone Company Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request The Entryphone Company Limited 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 The Entryphone Company Limited 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 The Entryphone Company Limited 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.