

STANDING ORDER MANDATE

To: _____
(Bank / Building Society)
Address: _____

_____ Postcode: _____

Tenant's Bank Details

Please pay...

Bank: _____ Branch Name: _____
Sort Code: _____ Account No: _____
Beneficiary: _____

Agency Bank Details

the sum of...

Amount in figures	£	Amount in words
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commencing on the...

Date: _____

and thereafter every _____
(month / week)

until you receive further notice from me / us in writing.

Payment Details

Special Instructions To Originating Bank

***Please cancel any previous standing order in favour of the beneficiary named above,
under this reference.***

Please list this payment as originating from:

[*Property Address/Reference Number/Other].

Account (name) to be debited:

Account Number: _____ **Sort Code:** _____

Signature: _____ **Date:** _____

Tenant's Bank Details & Signature

Note the bank will not undertake to:

a) make any reference to Value Added Tax or other indeterminate element

b) advise payer's address to beneficiary

c) advise beneficiary of inability to pay

d) request beneficiary's banker to advise beneficiary of receipt