

Instructions to your Bank or Building Society to pay by Direct Debit



Please return your completed form to:
Community Transport Association, 12 Hilton Street, Manchester, M1 1JF

The Manager	Bank/Building Society
Address	
Postcode	
Name(s) of Account Holder(s)	

Originator's identification number

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For CTA official use only

(this is not part of the instruction to your bank or building society)

Bank/building society account number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Branch sort code

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Reference number (for CTA use only)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Instructions to your bank or building society: Please pay Community Transport UK direct debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that the instruction may remain with the CTA and, if so, details will be passed electronically to my bank/building society

Signature 1

Date

Signature 2 (if required)

Banks and building societies may not accept direct debit instructions from some accounts

This guarantee should be detached and retained by the payer The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own bank or building society.
- If an error is made by the CTA or your bank or building society, you are guaranteed a full amount and immediate refund from your branch of the amount paid.
- If the amounts to be paid or the payment dates change, the CTA will notify 10 working days in advance of your account being debited or as otherwise agreed
- You can cancel a Direct Debit at any time by writing to your bank or building society. Please also send a copy of your letter to the CTA.