

Instruction to your Bank or Building Society to pay by monthly Standing Order



Please fill in the whole form using
a blue or black ball point pen and return to:

2010 Rotherham Ltd
Housing Income Unit
Chesterton Road
Eastwood Trading Estate
Rotherham
S65 1SZ

**Please note: This is not a
Direct Debit instruction.**



TURNING HOUSES INTO HOMES

Name(s) of Account Holder(s)

Bank / Building Society account number

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Branch Sort Code

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Name and full postal address of your bank or Building Society

To: The Manager,	Bank / Building Society
Address:	
Post Code:	

Please pay the following amounts on the dates shown to: Rotherham Metropolitan Borough Council

Bank Account Number: 61180354

Branch Sort Code: 08-90-87

(Co-operative Bank, 27 Bridgegate, Rotherham, S60 1SN)

£ _____ - _____ on the _____st
_____nd
_____rd
_____th of each month, effective from: ____ / ____ / ____ (dd/mm/yy)

Quoting the following reference number:

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Please continue payments every month as stipulated above until further notice.

This authorisation cancels any previous arrangements.

How to work out your monthly payment: (weekly rent x number of 'rent due' weeks remaining) ÷ number of months left to the end of the financial year.
For example - The calculation as of the first week in April, based on a weekly rent of £50 would be: (£50 x 48 weeks) ÷ 12 months = £200 per month
This calculation takes into account the rent free weeks. Please contact your area housing office if you require any assistance with the calculation.

Customer Address:

Post Code:	

Instruction to your Bank or Building Society:

Please pay Rotherham M.B.C (Housing Rents) as shown above from the account detailed in this instruction.

Signature(s):	
Date:	