



New standing order

Please write clearly in the white spaces with capital letters or cross the boxes.
All sections must be completed.

Please return the **original** form as photocopies are not acceptable.
Important – we cannot set standing orders or direct debits up on savings accounts.

1 Your details

Your full name or name of business

Your contact telephone number

Sort code (being debited)

Account number (being debited)

Branch name

2 Details of your standing order

Does this instruction replace any existing standing order or direct debit instructions? Yes No

If yes please give details in special instructions below.

Recipient's name

MARGATE LAWN TENNIS CLUB 100 CLUB

Recipient's bank and branch name

Lloyds Bank, Birchington

Recipient's sort code

3 0 9 5 4 5

Recipient's account number

0 0 1 4 3 0 3 8

First payment amount (if different to usual payment)

£ -

First payment date

2 5 M M Y Y

Usual payment amount

£ ~~_____~~ **5** - **0 0**

Usual payment amount in words

£5 per month

Final payment amount (if different to usual payment)

£ -

Final payment date (if applicable)

D D M M Y Y or

Until further notice

X

How often do you want the payment made?

Weekly 4 weekly Monthly **X** Quarterly Half yearly Yearly Other frequencies

Your payment reference (if applicable)

Please give details of any special instructions

If the funds are being sent to a non-Lloyds TSB account please allow up to three working days for funds to reach the recipient's account.

3 Your agreement with us

Please note that we will not:

- make any reference to VAT or any other indeterminate element
- advise your address to the person/organisation you are paying
- tell the person/organisation you are not able to pay
- ask the bank of the person/organisation you are paying to tell this person/organisation when payments are received.

I authorise you to debit my/our account, in accordance with the details in Section 2. This request is addressed to the bank which holds my/our account.

PERSONAL CUSTOMERS – To check your account or amend a standing order call the Contact Centre on 0845 3 000 000

Your signature(s)

Date

Once you have completed this form, please return it to: Lloyds TSB, Box 1, BX1 1LT.

For bank use only

From branch name

Sort code

Contact telephone number and area dialling code

ID confirmed ✓

Contact name

For 30-00-02 accounts and all corporate (set 41) customers, send the completed form to City Office, Gillingham, Kent, TNT 23.

