




Local Taxation - Business Rate

Bristol City Council, FREEPOST BS7968
PO Box 968, Bristol BS99 1ZG
Telephone Enquiries: 0117 922 3300
Fax Number: 0117 975 5805

Direct Debit Mandate

Customers Name and Address	Business Rate Account Number	WG
	Property Address:	

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

PLEASE RETURN TO Bristol City Council FREEPOST BS7968 P.O. Box 968 Bristol BS99 1ZG	Originators Identification Number						
	8	5	2	9	6	4	
Name(s) of Account Holder(s)	FOR BRISTOL CITY COUNCIL USE ONLY						
Bank/Building Society Account Number	Please deduct Business Rate from my Bank/Building Society Account on: 1st of month						
Branch Sort Code	INSTRUCTIONS TO YOUR BANK/BUILDING SOCIETY Please pay Bristol City Council Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Bristol City Council and, if so, details will be passed electronically to my Bank/Building Society						
Name and Address of Bank / Building Society	Business Rate Account Number					WG	
	Daytime phone number in case of a query with this form						
	Signature(s)						
	Date						



Please Retain this section for your information - 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 Bristol City Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Bristol City Council 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 Bristol City Council 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 Bristol City Council 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.