Care Quality Commission

Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including Account holder box on the right had side, using a ball point pen and send it to:

Care Quality Commission
T70, F179 Direct Debit Team
NHS Shared Business Services
Ground Floor, Spectrum Building
Bond Street
Bristol
BS1 3LG

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager — Bank/Building Society

Address

Postcode

Reference

Service User Number

5	0	4	0	1	6

FOR Care Quality Commission OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.
Important – Please complete these details:.

Account Holder(s) Name & Address:

Name:

Address:

Postcode:

Email Address:

Customer Number:T70-

Instruction to your bank or building society
Please pay Care Quality Commission 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 Care Quality Commission and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

DDI1

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

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 accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Care Quality Commission will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Care Quality Commission 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 Care Quality Commission 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 Care Quality Commission 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.