



# Bloxham School

## Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

**The Bursary  
Bloxxham School  
Bloxxham  
Oxfordshire  
OX15 4PE**

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 (PLEASE LEAVE BLANK)

Service user number

4 0 6 3 0 9

For Bloxxham School Limited official use only  
This is not part of the instruction to your bank or building society.

For completion by Carer/Parent :

Student Name :

  

### Instruction to your Bank or Building Society

Please pay Bloxxham School Ltd 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 Bloxxham School Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

  

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

DDI 1 5/15

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 Bloxxham School Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Bloxxham School Ltd 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 Bloxxham School Ltd 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 Bloxxham School Ltd 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.