



Please fill in the whole form including the official box using ballpoint pen and send it to:

SUNHILL DAYCARE (EUROPE) LIMITED  
PO Box 157 Royston SG8 9WY

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

Name(s) Account Holder(s)


Originators Identification Number

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Reference number

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Branch sort code

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Bank/Building Society account number

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FOR SUNHILL DAYCARE (EUROPE) LIMITED OFFICIAL USE ONLY  
This is not part of the instruction to your bank or Building Society

Child's Name:

Fee:

### Instruction to Bank or Building Society

Please pay Sunhill Daycare (Europe) Limited Direct Debits detailed in the instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand this Direct Debit will remain with Sunhill Daycare (Europe) Limited and if so, details will be passed electronically to my Bank or Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank or Building Society
Address	
Post code	

Signature(s)

Date

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

The guarantee should be detached and retained by the Payer

## The Direct Debit Guarantee



- This guarantee is offered by all Bank and Building Societies that take part in the direct debit scheme. The efficiency and security of the scheme is monitored and protected by your Bank or Building Society.
- If the amount or the payment dates change Sunhill Daycare (Europe) Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Sunhill Daycare (Europe) Limited or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please send a copy of your letter to us.