

Please complete this form and send it to your bank

**Name and address of your bank or building society**

<b>To : The Manager</b> .....	<b>Bank/Building Society</b>
<b>Address</b> ..... .....	
<b>Postcode</b> .....	

Please Pay

**HM Revenue & Customs VAT Account**

Bank Sort Code                      08 – 32 – 00

Account                                      HMRC VAT

Account Number                      11963155

The sum of Amount £ .....
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Amount in words .....
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**Commencing**

Date of first payment .....
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And thereafter every .....
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**until**

Date and amount of last payment .....	£ .....
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**VAT Registration Number/Ref Number**

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**Your bank must quote your VAT  
Registration number as the reference  
number**

**Account to be debited**
**Account Number**

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**Special Instructions**

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Please cancel any previous Standing Order in favour of the beneficiary named above  
this reference

**Signature**
**Date**

Note: The Bank will not undertake to:

- I. make any reference to VAT or other indeterminate amounts
- II. advise remitters address to the beneficiary
- III. advise beneficiary of inability to pay
- IV. request beneficiary's banker to advise beneficiary of receipt.