

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



Please fill in the whole form using a ball point pen and send to:
Isle of Man Post Office, Spring Valley, Douglas, ISLE OF MAN, IM2 1AA

Name and Full Postal Address of your Bank or Building Society

Name of Bank/Building Society
Address
Postcode

Name(s) of Account Holders

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Bank/Building Society Account Number

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Branch Sort Code

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Originator's Identification Number

6	5	9	0	0	4
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Reference Number

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Instructions to your Bank or Building Society

Please pay Isle of Man Post Office 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 Isle of Man Post Office and, if so, details will be passed electronically to my bank/building society.

Signature(s)
Date

Isle of Man Post Office's Privacy Notice is available to view at www.iompost.com/Privacy. Should you have any queries please contact the Isle of Man Post Office's Data Protection Officer on +44 (0)1624 698486 or dpo@iompost.com



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 Isle of Man Post Office will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Isle of Man Post Office 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 Isle of Man Post Office 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 Isle of Man Post Office 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.