STANDING ORDER MANDATE

INSTRUCTION TO (insert name of your bank and branch)

BANK | **BRANCH**

PLEASE TICK RELEVANT BOX

- ☐ NEW INSTRUCTION
- ☐ PLEASE AMEND PREVIOUS STANDING ORDER QUOTING REFERENCE/BENEFICIARY DETAILS

ACCOUNT TO BE DEBITED

SORT CODE | ACCOUNT NUMBER

ACCOUNT NAME

BENEFICIARY DETAILS

BANK: **BARCLAYS** | SORT CODE: **2 0 8 1 2 0**

BRANCH: **STAMFORD** | ACCOUNT NUMBER: **2 0 5 5 9 2 4 5**

BENEFICIARY NAME: **S H O E S T R I N G**

REFERENCE **(Please insert your name followed by your initials (e.g., SMITH J)**

PAYMENT DETAILS

AMOUNT OF FIRST PAYMENT £ | DATE OF FIRST PAYMENT

AMOUNT OF USUAL PAYMENT £

AMOUNT OF USUAL PAYMENT IN WORDS

WHEN PAID: **ANNUALLY** | DATE OF USUAL PAYMENT: **01 07**

COMPLETE EITHER:
AMOUNT OF LAST PAYMENT £ | AND DATE OF LAST LAST PAYMENT

OR:
PLEASE CONTINUE PAYMENTS UNTIL FURTHER NOTICE **YES** YES

CUSTOMER SIGNATURE (S) | DATE

CUSTOMER CONTACT TELEPHONE NUMBER

PLEASE COMPLETE THIS FORM AND PASS IT TO YOUR OWN BANK OR BUILDING SOCIETY. ALL SECTIONS MUST BE COMPLETED FOR THE STANDING ORDER TO BE PROCESSED.