SOFTWARE OF EXCELLENCE

DIRECT Debit

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

Software of Excellence
Eclipse Park
Sittingbourne Road
Maidstone
Kent ME14 3EN

Name(s) of Account Holders(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

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

Originator's Identification Number

7	6	4	5	5	5

For Software of Excellence
OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society
Start Month
Monthly Payment £
Support Charge £
VAT £
Total £

Instruction to your Bank or Building Society
Please pay Software of Excellence 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 Software of Excellence 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 from some types of account.

This guarantee should be detached and retained by the payer

The Direct Debit Guarantee

DIRECT Debit

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Software of Excellence will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Software of Excellence 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 also send a copy of your letter to us.