

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 **SORT CODE**

BRANCH **ACCOUNT NUMBER**

BENEFICIARY NAME

REFERENCE (Please insert your FIRM name)

PAYMENT DETAILS

AMOUNT OF FIRST PAYMENT £ **DATE OF FIRST PAYMENT**

AMOUNT OF USUAL PAYMENT £

AMOUNT OF USUAL PAYMENT IN WORDS

WHEN PAID **DATE OF USUAL PAYMENT**

PLEASE CONTINUE PAYMENTS UNTIL FURTHER NOTICE 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.

IMPORTANT JOINING INSTRUCTIONS

Once your first payment has been made, please email info@samsonconsulting.co.uk with the date of the first payment and I will immediately add your details to the Marketing4Solicitors ToolKit member's list.