

To Bank staff:

Please quote our Reference (Rent Account No.)

The reference number needs to be a continuous 13 digit number without spaces, hyphens or obliques.

Account in the name(s) of Mr/Mrs/Miss/Ms *

Home address *

Account Number *

Sort Code * / /
(6 digits)

Signature(s) *

Date *

Our Housing Offices

9 Little Park Street, 192 Torrington Avenue,
City Centre, Coventry Coventry
Tel 024 7676 7111 Tel 024 7649 6700

29-31 Riley Square, St James Lane,
Bell Green, Coventry Willenhall, Coventry
Tel 024 7670 8400 Tel 024 7651 6700

Need help in your own language?

French

Pour vous assister en votre
propre langue

Portuguese

Assistencia na sura propria lingua

Somali

Luqadaadoo lugugu caawinaayo

Farsi

برای کمک به زبانتان

Arabic

لمساعدتكم في لغتكم

Kurdish

بۆیارمه تیدان به زمانی خووت

☎ 024 7676 7000

Whitefriars Housing Group Limited
9 Little Park Street, Coventry, CV1 2UR
Web www.whitefriarshousing.co.uk
Email info@whitefriarshousing.co.uk

a charitable, industrial and provident society

NW1043/05.07/r05.08



STANDING ORDER

Please complete the sections marked * and send to your bank as soon as possible.

To the Manager,

*Bank/Building Society

Address of Bank/Build

Paying Your
Rent by
Standing Order

from



 business for neighbourhoods


INVESTOR IN PEOPLE

Paying your rent by Standing Order

It is easier for customers and cheaper for Whitefriars for rent payments to be made through the bank.



Have you considered Direct Debit?

If you are able to pay through your bank, we prefer that you pay by Direct Debit. There is a separate leaflet available to explain how Direct Debits can be set up.

However, Direct Debit is not suitable for all our customers as we are unable to set up Direct Debits for customers on Housing Benefit, so in these cases Standing Order is an alternative.

Advantages of Standing Order

- Easy to set up
- If you are in arrears, paying by Standing Order is a good way of reducing the arrears regularly
- You don't have to worry about paying in person every week/month
- No more queues to make a payment.



Your payments

- Payments can be made weekly or monthly
- Your payment should maintain a clear account at all times
- If you need advice about how much to pay or help with this form, please discuss this with your Housing Office.

What you need to do

- Complete the attached form, ensuring that all sections are completed
- Send the form to your bank
- Continue to pay your rent until you have received confirmation from your bank that the Standing Order has been set up.



Request for Standing Order Deduction from my Bank Account

Please complete the sections marked * and send to your bank as soon as possible.

To the Manager,

*Bank/Building Society

Address of Bank/Building Society *

Please can you arrange to set up a Standing Order to Whitefriars Housing Group Limited of:

£ _____ per month/week *
(delete as appropriate)

from _____ /the next available payment
(delete as appropriate)

Sort code 08-90-01

Account Number 70419294

The Co-operative Bank p.l.c
Whitefriars Housing Group Ltd
Birmingham Business Centre
118-120 Colmore Row
Birmingham B3 3BA