

# HIGHLAND

· F · U · E · L · S ·



AUTHORISED DISTRIBUTOR

## Instruction to your Bank or Building Society to pay Direct Debits



Originator's Identification Number

9 9 1 8 2 0

*Please fill in the whole form and send it to:*

Highland Fuels Ltd, Affric House, Beechwood Park, Inverness IV2 3BW

1. Name and full postal address of your Bank or Building Society branch

To: The Manager	
	Bank or Building Society
Address	
	Postcode

2. Name(s) of account holder(s)

5. Highland Fuels Ltd reference number  
(for office use only)

3. Branch sort code  
(from the top right hand corner of your cheque)

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6. Instruction to your Bank or Building Society  
Please pay Highland Fuels Ltd Direct Debit from  
the account detailed on this Instruction subject  
to the safeguards assured by The Direct Debit  
Guarantee.

4. Bank or Building Society account number

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Signature(s) \_\_\_\_\_

Date \_\_\_\_\_

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

## The Direct Debit Guarantee



- This guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debit.
- If there are any changes to the amount or frequency of your Direct Debit, Highland Fuels Limited will notify you 7 working days in advance of your account being debited or as otherwise agreed. If you request Highland Fuels Limited 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 Highland Fuels Limited, 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 Highland Fuels 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.

*This Guarantee should be detached and retained by the customer*