

## Standing Order Request

Please complete the form below and send directly to your Bank/Building Society address.

If you have any questions regarding completing the form please call our Customer Services Team on ☎ (01206) 282514

### Your Bank or Building Society details from which payment is to be made

Your Bank/Building Society name & address


Name of account holder/s

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Your Bank Sort Code

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Your Bank Account Number

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Signature/s

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[Redacted]

First payment of £

On (date)

Followed by payments of £

and each week / fortnight / month thereafter  
*(please delete as necessary)*

[Redacted]

Payment Reference – **PLEASE COMPLETE**

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Tenant or Leaseholder Name/s and Address – **PLEASE COMPLETE**

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Correspondence Address – **PLEASE COMPLETE**

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**Colchester Borough Council Bank is Lloyds, High Street, Colchester**

**Sort Code:                      30-92-16                      Account Number:                      00216003**