

Standing Order Mandate

Instructions to your Bank / Building Society

Please complete this form and send it to your bank.

1. Details of Your Bank / Building Society Account (to be completed by payer)

To: The Manager

Bank / Building Society:		Account Name:						
Branch:		Account No.:						
Address:		Sort Code:			-			-
		BS Roll NO.:						
Post Code:								

Banks may decline to accept instructions to create standing orders on certain types of account other than current accounts

2. Details of where payments are to be sent

Bank:	HSBC Bank	Account Name:	The Kenya Trust							
Branch:	Keynsham Branch	Account No.:	5	1	4	4	8	4	7	1
Address:	34, The High Street	Sort Code:	4	0	-	2	6	-	2	7
	Keynsham	Quoting Your Name:								
	Bristol									
Post Code:	BS31 1DQ									

Please quote your name as the reference so we are able to identify your standing order. Thank you.

3. Payment details (to be completed by payee)

Amount in figures:		
Amount in words:		
First Payment Date:	D D	M M
	Y Y	Y Y
	Monthly until further notice	

To be signed in accordance with the mandate for the account to be debited. This cancels any previous instructions to the account specified in section 2 above.

Signed: _____ Print Name: _____

Date: _____