

There are 2 ways you can complete this form:

1. You can add your details electronically and put your name as a signature. You will then need to save a copy of the form and email us the completed document.
2. Alternatively you can print off the form and complete it by hand. You will then need to scan or take a clear picture of the completed document and email this to us.

Please complete the form and send by email to: **DDsetup@moneybarn.com**

Name(s) of Account Holder(s)

Service User Number

4	1	3	5	3	8
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Bank/ Building Society account number

Reference

Your agreement number:

**FOR Moneybarn No. 1 Ltd OFFICIAL USE ONLY**  
This is not part of the instruction to your bank or building society

Branch Sort Code

**Instruction to your bank or building society**

Please pay **Moneybarn No. 1 Ltd** Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this Instruction may remain with **Moneybarn No. 1 Ltd** and, if so, details will be passed electronically to my Bank/Building Society

To: The Manager	Bank/Building Society
Address	
Post code	

Signature(s) OR enter your full name(s):

Date:

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



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This guarantee should be detached and retained by the Payer



**The Direct Debit Guarantee**

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date, or frequency of your Direct Debit Moneybarn No. 1 Ltd will notify you seven working days in advance of your account being debited or as otherwise agreed. If you request Moneybarn No. 1 Ltd 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 Moneybarn No. 1 Ltd 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 Moneybarn No. 1 Ltd 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.