

Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

Haven Power Limited
The Havens
Ransomes Europark
Ipswich
IP3 9SJ

Service User Number

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Reference

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Name(s) of Account Holder(s)

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Bank/Building Society Account Number

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Branch Sort Code

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Name and full postal address of your Bank or Building Society

To the Manager Bank/Building Society
Address
Postcode

FOR HAVEN POWER OFFICIAL USE ONLY

This is not part of the instruction to your bank or building society.

Supply Number

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Haven Power are committed to complying with Anti Money laundering regulations and want to ensure we are taking payments from the correct entity. Therefore please use the name of your nominated Business Bank Account only and not any personal names where applicable.

Instruction to your Bank or Building Society

Please pay Haven Power Limited 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 Haven Power Limited and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

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



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, Haven Power Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Haven Power 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 Haven Power 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 Haven Power Limited 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.