TOTAL GAS & POWER

DIRECT Debit

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

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

Electricity Business Support
Total Gas & Power Limited
Bridge Gate
55/57 High Street
Redhill
RH1 1RX

Service User Number

8	5	6	7	2	3

Name(s) of Account Holder(s)

Bank /Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To the Manager — Bank Building Society

Address

Postcode

Reference Number

FOR TOTAL GAS & POWER OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society

Instruction to your Bank or Building Society
Please pay Total Gas & Power 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 Total Gas & Power and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

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

DIRECT Debit

- **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, Total Gas & Power Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Total Gas & Power 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 Total Gas & Power 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 Total Gas & Power Ltd asks you to.**
- **You can cancel a Direct Debit at anytime by simply contacting your bank or building society. Written confirmation maybe required. Please also notify us.**