

Direct Debit Mandate

Payment Details

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:

**Utilita Energy Limited,
Office 45-46
Lanswoodpark Business Centre
Broomfield House, Broomfield
Road, Elmstead Market
CO7 7FD**

Alternatively, you can scan a signed copy and email it to businesscontracts@utilita.co.uk

Service User Number

2 8 1 1 6 5

For Utilita Energy 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 Utilita Energy 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 Utilita Energy Limited and, if so, details will be passed electronically to my bank/ building society.

To: The Manager

Bank/Building Society

Name(s) of Account Holder(s)

Bank Account Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Branch Sort Code

<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>
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Name and full postal address of your Bank or Building Society

Address	Postcode
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Customer ID or Supply Number (MPAN / MPRN)

Signature(s)

Date

IMPORTANT: to ensure we allocate the payment to the right account, please provide a reference Number

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

DDI 15/15

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, Utilita Energy Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Utilita Energy Limited to collect a payment, confirmation of the amount and the 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 Utilita Energy 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 Utilita Energy 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.