



**PROGRESS CARE**  
HOUSING ASSOCIATION LIMITED

**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:

Progress Care Housing Association Ltd
Sumner House
21 King Street
Leyland
PR25 2LW

Service User Number

942816
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Reference

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Name(s) of Account Holder(s)


For Progress Care Housing Association Ltd Official Use Only
This is not part of the instruction to your Bank or Building Society

Bank or Building Society Account Number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

To the Manager	Bank/Building Society
Address	
Postcode	

**Instruction to your Bank or Building Society.**  
Please pay Progress Care Housing Association 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 **Progress Care Housing Association Ltd** 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.

<b>The Direct Debit Guarantee</b>
<ul style="list-style-type: none"> <li>• This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.</li> <li>• If there are any changes to the amount, date or frequency of your Direct Debit Progress Care Housing Association Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Progress Care Housing Association Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.</li> <li>• If an error is made by in the payment of your Direct Debit, by Progress Care Housing Association 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.</li> <li>- if you receive a refund you are not entitled to, you must pay it back when Progress Care Housing Association Ltd asks you to</li> <li>• 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.</li> </ul>