

**STANDING ORDER MANDATE TO YOUR
BANK/BUILDING SOCIETY FOR PAYMENT OF
RENT**

Rent Accounts
Business Hub 11
Marischal College
Broad Street
Aberdeen AB10 1AB

Tel: (01224) 522052
Fax: (01224) 523764
www.aberdeencity.gov.uk

Name.....

Address.....

.....

..... Postcode

**Please complete all relevant sections of this form and forward it
DIRECT TO YOUR BANK or BUILDING SOCIETY WITHOUT DELAY.**

**Please allow up to 5 working days for Standing Order payments to be
received into your Rent Account.**

1. Rent Payment Reference

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2. Bank/Building Society Account Number

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3. Sort Code

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4. Amount of payment

Please pay the initial sum of £ *on* */* */ 20*....., *followed by*

£	<input type="text"/>	<input type="checkbox"/> Weekly	<input type="checkbox"/> Fortnightly	<input type="checkbox"/> Monthly
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on the same day of each period starting from */* */ 20*.....

5. Instruction to your bank or building society:

*Please pay to the Clydesdale Bank Plc, Principal Branch, 1 Queens Cross,
Aberdeen, AB15 4XU.
Sort Code 82-60-11
Account No. 40009032
Aberdeen City Council
(House Rents)*

**The above sum as agreed on the same day each period. Please quote the reference
number displayed in section 1.**

Please debit the cost including any charge to my account.

Signature Date