

Paying by standing order:

- Standing order allows you to pay weekly, fortnightly or monthly.
- If you wish to pay by standing order, please complete this form and return it to your bank/building society.
- **Please note that if you already pay by standing order you do not need to complete this form. However, you do need to inform your bank/building society of any change in amount to be paid or payment frequency.**



CITY OF
YORK
COUNCIL

**RENT PAYMENT BY STANDING ORDER
REQUEST FORM**

TO THE MANAGER

NAME OF BANK..... Date.....

ACCOUNT NUMBER

SORT CODE

Please set up a regular standing order payment to debit my account to pay my rent to City of York Council.

**PAY TO:
HSBC BANK PLC
13 PARLIAMENT STREET
YORK
SORT CODE 40-47-31**

For credit of
CITY OF YORK COUNCIL GENERAL ACCOUNT NUMBER 70 897 558

Payment frequency weekly / fortnightly / monthly (please specify)

First payment date.....of.....£.....

Payment Reference Number
(you must quote this)

YOUR NAME AND ADDRESS
.....
.....

Signature.....