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This notification confirms the details of your Direct Debit payment(s). Please check that the following details are correct.

Account number: \*\*\*\*8002

Bank sort code: 08\*\*\*\*

Your payment will be collected as follows: £503.00 on 02 Jun 2014

If any of these details are incorrect please telephone: HMRC Accounts Office on 01236 783 647

HMRC will apply to your Bank or Building Society for payment on or after the date shown above. Please make sure you have enough money in your account to meet the payment in full. Payment will be collected by HMRC under Service User Number 919342 using the Direct Debit reference shown below.

**Direct Debit reference:** 600463000

Please make a note of your Direct Debit reference, as you will need it if you contact HMRC. To help HMRC improve customer service, please provide a daytime telephone number in any correspondence.



#### 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 HM Revenue & Customs will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request HM Revenue & Customs 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 HM Revenue & Customs 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 HM Revenue & Customs 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.

