

## Standing Order Instruction

Store

### 1. CUSTOMER DETAILS

Customer Name

Customer Number

Account Holding Store

Account Number

### 2. BENEFICIARY DETAILS

Beneficiary Name

Beneficiary Sort Code

Beneficiary Account Number

Payment Reference

### 3. FREQUENCY

Payment Frequency ☒ Weekly ☒ Monthly ☒ Quarterly ☒ Yearly ☒ Other .....

### 4. PAYMENT DETAILS

Date and amount of first payment         £

Date and amount of ongoing payments (if amount different from the first payment)         £


Select one of the following options:

☒ 1. Date and amount of final payment         £

☒ 2. Until further notice

### 5. CUSTOMER SIGNATURE

Primary Applicant



Date 20.07.22

Secondary Applicant



Date 20.07.22

#### FOR INTERNAL USE ONLY

☒ ID&V confirmed (refer to ID&V Matrix)

☒ Request fully input to T24

Inputter Signature

Name:

Date:

#### Refer to Manager:

☒ HVT completed and attached (if applicable)

☒ Standing Order authorised

Manager Signature

Name:

Date: