METRO BANK

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 [   ]

Secondary Applicant

[   ]

Date [   ]

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: _____