



# Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

O'Neil Gas Services Ltd  
55 Green Street  
Ayr  
South Ayrshire  
KA8 8BQ

Service user number

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Name(s) of account holder(s)


Bank/building society account number

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Branch sort code

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Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

FOR O'NEIL GAS SERVICES LTD OFFICIAL USE ONLY  
This is not part of the instruction to your bank or building society.

Please tick the box to confirm your agreement with the following. We will be unable to proceed with your application without this.

I confirm that I am the account holder/payer and authorised to sign on the bank account quoted.

**Instruction to your bank or building society**

Please pay O'Neil Gas Services Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with O'Neil Gas Services Ltd and, if so, details will be passed electronically to my bank/building society.

Signature(s)
Date


Reference

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Banks and building societies may not accept Direct Debit Instructions for some types of account

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This guarantee should be detached and retained by the payer.



## 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 O'Neil Gas Services Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request O'Neil Gas Services Ltd 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 O'Neil Gas Services Ltd 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 O'Neil Gas Services Ltd 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.