

Direct Debit Instructions



Home Telecom is a trading style of Global 4 Communications Ltd

Please complete the form and post it to: Accounts Department, Home Telecom, Global 4 Communications Ltd, Global House, 60b Queen Street, Horsham, West Sussex RH13 5AD or alternatively email it to: accounts@hometelecom.co.uk.

Instruction to your Bank or Building Society to pay by Direct Debit

Please pay Global 4 Communications Ltd direct debits from the account detailed in this instruction, subject to the safeguards assured by the Direct Debit Guarantee.

I understand that the instruction may remain with Global 4 Communications Ltd and if so, details will be passed electronically to my Bank/Building Society.

To: The Manager

Name and full postal address of your Bank / Building Society

Originator's ID Number 630156

Postcode:

Name(s) of the account holders(s)

Bank / Building Society account number

Branch sort code

Signature(s)

Date:

Banks and Building Societies may not accept Direct Debit instructions for some types of account.

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 Global 4 Communications Ltd will notify you three working days in advance of your account being debited or as otherwise agreed. If you request Global 4 Communications 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 Global 4 Communications 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 Global 4 Communications 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.