



Please complete the instruction on the other side of this tear-off slip.

Please return it to the following address:-

Staffordshire Moorlands
District Council,
PO Box 136,
Buxton, Derbyshire,
SK17 1AQ.

OR:-

You can also return the coupon in person to
Moorlands House, Stockwell Street, Leek;
Cheadle Councils Connect, High Street, Cheadle;
Biddulph Councils Connect, High Street, Biddulph.

This document is available in alternative formats on request.

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 Staffordshire Moorlands District Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Staffordshire Moorlands District Council 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 Staffordshire Moorlands District Council 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 Staffordshire Moorlands District Council 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.



Website: www.staffsmoorlands.gov.uk

Staffordshire Moorlands District Council,
PO Box 136, Buxton, Derbyshire, SK17 1AQ.
Tel: 01538 395400 Ext 4183.

STAFFORDSHIRE MOORLANDS
DISTRICT COUNCIL



**Don't delay, take up the
Direct Debit option TODAY**

