

**INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT**

Please complete this form and return it to Livebookings

**Accounts Department**  
**Livebookings Ltd**  
 PO BOX 467  
 NORTHAMPTON  
 NN4 5WR




Restaurant name <input type="text"/> Restaurant Postcode <input type="text"/>	Originator's identification Number <b>6 7 4 2 7 5</b> Reference number <input type="text"/>
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Name(s) of Account Holder(s) <input type="text"/> <input type="text"/>  Name & address of your Bank or Building Society <input type="text" value="The Manager"/> <input type="text" value="Bank/Building Society"/> Address <input type="text"/> <input type="text"/> <input type="text"/> Postcode <input type="text"/>	<p><b>Instruction to your Bank or Building Society</b>          Please pay Livebookings Ltd Direct Debits from the account detailed in this Instruction subject to safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Livebookings Ltd and, if so, details will be passed electronically to my Bank/Building Society.</p> Branch sort code <input type="text"/> - <input type="text"/> - <input type="text"/> Bank/building Society account number <input type="text"/> Signature(s) <input type="text"/> <input type="text"/> Date <input type="text"/>
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Banks and Building Societies may not accept Direct Debit Instructions for some types of account.



<p><b>The Direct Debit Guarantee</b></p> <p>* This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.</p> <p>* If the amounts to be paid or the payment dates change Livebookings Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed.</p> <p>* If an error is made by Livebookings Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.</p> <p>Ⓞ You can cancel a Direct Debit at any time, by writing to your Bank or Building Society. Please also send a copy of your letter to us.</p>	
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This guarantee should be retained by the payer