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**This guarantee should be detached and re tained by the Payer.**



**A4 Instruction Version 2**

**The Direct Debit Guarantee**

* 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.

* If the amounts to be paid or the payment dates change Harlech Frozen Foods Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed.
* If an error is made by Harlech Frozen Foods Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
* 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.



**Instruction to your**

**Bank or Building Society to pay by Direct Debit**

**Please fill in the whole form using a ball point pen and send it to :**

**Originators Identification Number**

**Reference Number**

**Name(s) of Account Holder(s)**

**Instruction to your Bank or Building Society**

Please pay Harlech Frozen Fo ods Ltd Direct Debits from the account

**Bank/Building Society account number** detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with

Harlech Frozen Foods Ltd and, if so, details will be passe d electronically to my

Bank/Building Society.

**Branch Sort Code**

**Name and full postal address of your Bank or Building Society**

**Banks and Building Societies may not accept Direct Debit Instructions for some types of account**

To the Manager Bank/Building Society

Address

Postcode

Signature(s)

Date

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Harlech Foodservice Ltd Food Park Llanystumdwy Gwynedd

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