



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:

Keystone Property Finance Limited
42 Kings Hill Avenue
West Malling
Kent
ME19 4AJ

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Name and full postal address of your bank or building society
To: The Manager Bank/building society
Address
Postcode

Service user number
1 7 1 8 0 5

Reference

Instruction to your bank or building society
Please pay Keystone Property Finance Limited 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 Keystone Property Finance Limited and, if so, details will be passed electronically to my bank/building society.

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 Keystone Property Finance Limited will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Keystone Property Finance Limited 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 Keystone Property Finance Limited 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 Keystone Property Finance Limited 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.