

# Government of Jersey - School Fee & Jersey Music Direct Debit Mandate

Full Name	.....		
Address	.....		
	.....		
	Post Code	Tel	.....
Email	Receive invoices by email?		YES / NO <small>Please circle</small>

Name of Child(ren)	School	Year Group
.....	.....	.....
.....	.....	.....
.....	.....	.....



Government of  
**JERSEY**

Instruction to your  
Bank/Building Society  
to pay Direct Debits



Full postal address of your Bank/Building Society Branch:

To the Manager	.....
	Bank/Building Society
Address	.....
	.....
	.....

Originator's Identification Number:

7	1	0	7	9	4
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Your instructions to the Bank/Building Society and signatures :

Please pay the **Government of Jersey** Direct Debits from the account detailed on this instruction subject to the safeguards assured by The Direct Debit Guarantee below.

Name of Account Holder(s):

.....
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Signature(s):

.....
.....
Date: .....

Bank/Building Society Account Number :

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Branch Sort Code

*(from the top right hand corner of your cheque)*

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Account Reference **(FOR OFFICE USE ONLY)**

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*Banks/Building Societies may refuse to accept instructions to pay Direct Debits from some types of accounts*

## 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, dates or frequency of your Direct Debit. Government of Jersey will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Government of Jersey 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 Government of Jersey 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 Government of Jersey 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.