Standing order authority

Chelsea BUILDING SOCIETY

Please complete this form, in **block capitals**, for the account to be debited and return to:
Chelsea Building Society, Thirlestaine Hall, Thirlestaine Road, Cheltenham, Gloucestershire GL53 7AL

Name of account holder:

Account number:

This authority is for: (please tick either box A or B)

A A new standing order ☐ **B** An amendment to an existing standing order for credit of the account specified ☐

Please enter existing standing order reference (if known)

Important notes Please read the following notes before completing the sections below.

1 Not all accounts offer the standing order facility, please refer to the terms and conditions of your account or contact us to ensure this service is available.
2 The payment date will be the date on which the account is to be debited. Where the payment date falls due on a weekend or bank holiday the payment is taken on the NEXT working day.
3 The first payment date may not be earlier than the next bank working day following receipt by us. Please return this form in a timely manner, a minimum of seven working days before the first/amended payment is due.
4 The transfer of funds normally takes three working days to reach the destination bank/building society account.

Account to be credited Please complete either A or B of the following section

A Credit another Chelsea account

Account type: (Please select one)

Chelsea mortgage account ☐ Chelsea savings account ☐

Account number:

Account name:

B Credit a bank/building society account

Payee's name:

Bank sort code:

Name of bank/building society:

Account number:

Reference to be quoted:

If funds are to be transferred to a building society account a reference number may be required. Please contact your building society for guidance.

Payment details Please complete the following section relating to the payments

Regular payment amount:* £

First/Last payment amount: (if different) £

Date of first payment:

Payment frequency:

☐ Weekly ☐ Four weekly ☐ Monthly ☐ Quarterly ☐ Half yearly ☐ Annually

Duration:
(total number of payments to be made or until further notice)

Declaration

*I/We authorise Chelsea to make payments in accordance with the details shown above.
*I/We agree to be bound by the terms and conditions applicable to the standing order facility stated overleaf.

Signature(s):

Date:

Web version

Extracts from standard terms and conditions

The standing order facility is governed by the terms and conditions applicable to your savings account, which you have previously agreed to be bound. By way of reminder, set out below are the relevant terms.

13 Standing orders

a Chelsea's standing order facility is offered subject to the terms and conditions set out or referred to below as amended or modified by us from time to time.

b Applicants are bound by these terms and conditions and by those which the donor account is subject from time to time.

c We will transmit payments notified by the saver and accepted by us provided the saver maintains sufficient cleared funds in the donor account.

d Where a donor account balance is insufficient to meet a standing order when it falls due for processing by us, the standing order will not be paid.

e The maximum standing order instalment will be as determined by us from time to time.

f The number of standing order instructions permitted in respect of any one account will be as determined by Chelsea from time to time.

g Variations or cancellations to standing order instructions must be in writing, signed by the saver(s) and received by us not less than seven days before the next payment due date of that standing order.

h New standing order instructions must be received by us in writing not less than seven days before the first payment is due to be transmitted.

i Subject to the terms and conditions applicable thereto, we shall transmit standing orders on the due date. Where the payment due date falls on a Saturday, Sunday, bank or public holiday the payment will be transmitted on the next working day after the due date. However, because the transmission of standing orders through the banking system is also dependent upon the actions of third parties, we cannot be responsible for making sure that payments reach their appropriate destination by a given date and cannot accept responsibility for any failure of a third party.

j We reserve the right to withdraw the facility at any time, should a valid reason prevail.

k We shall not accept a saver's instructions to recall payments.

l When transmitting standing order payments on a saver's behalf, we will not undertake to:

- **i** make any reference to Value Added Tax or pay a stated sum plus VAT or other indeterminate element
- **ii** provide any third party with the saver's address
- **iii** advise any third party of our inability to make a standing order payment on a saver's behalf
- **iv** accept instructions to pay as soon after the specified date as there are funds to meet that payment, if funds are not available on the specified date.

m In the event that we receive a saver's instruction to transfer the proceeds to a new account it will be the saver's responsibility to notify us in writing that the standing order instructions from the former account should be carried forward and applied to the new account.

n For savings accounts upon which Chelsea holds a saver's standing order instructions, in the event that such account is closed all further standing orders in respect of that account are deemed to have been cancelled.

For office use only

Signature mandate: ☐ Either ☐ Any ☐ All

Standing order number:

Previous standing order cancelled: ☐ Yes ☐ No

	Intials:	Branch:	Date:
Signature checked by:			D D M M Y Y Y Y
ACC08 processed by:			D D M M Y Y Y Y
Checked by:			D D M M Y Y Y Y

Web version