

Request for Payment of Invoices by BACS

To Chief Finance Officer, Calderdale MBC Princess St Halifax HX1 1TP

Please make payments by BACS transfer to the Bank Account detailed below.

Company/Payee Details

Name.....

Address.....

.....

Postcode.....

Fax no.....

Email.....

(Please state preferred method of remittance advice, fax, email or postal)

Bank Details

Name of Bank.....

Address.....

Bank Sort Code.....

A/c No (8 digits).....

Building Society Roll No (if applicable).....

Are you a registered Sub Contractor with Her Majesty's Revenue and Customs? YES NO

Signature

Signed.....

Name of Signatory and Position in Company (if applicable)

.....

Company telephone no of signatory.....

Please return the signed form to Sue Pearce at the address given above by fax to 01422 393526 or email to Payments.section@calderdale.gov.uk

If you require any further information, please contact Sue Pearce Payments Officer on 01422 393553.

Calderdale MBC will ensure that any personal information provided by you on this form will be treated in accordance with the provisions of the Data Protection Act 1998. Calderdale MBC is the Data Controller of the information you have provided on this form and is registered with the Information Commissioner's Office for the purposes of processing your personal information in relation to your application.

The Council must protect the public fund it handles and so may use the information you have provided on this form to prevent and detect fraud. The Council may also share this information, for the same purposes, with other organisations which handle public funds. The Council will not share your information for any other purpose without your explicit consent.