AGREEMENT TO REPAY ARREARS

Name of Tenant(s):	Mr S Cordell
Address:	109 Burncroft Avenue Enfield Middlese x EN3 7JQ
Account No:	497630
Weekly Rent Payable:	£7.43
Amount of Rent Arrears:	£207.28
Garage Rented:	
Tenant Working?	Yes □ No Q

I agree to repay my debt at a rate of £ ..... per week* until my account is clear.
(Insert amount)

I/we understand that should I/we be unable to maintain this agreement I/we must contact the Income Team and that my home will be at risk.

Tenant(s) Signature : .....

Official use only:

Agreement noted on rent account Yes/No

Direct Debit: fortnightly □ monthly i–i
Date Direct Debit set up from:

DIRECT Debit

Instruction to your bank or building society to pay by Direct Debit

Please complete this form by typing, or writing in black ink, your details in the boxes. (If typing don't forget to sign). Then post to: **Income Team (Council Housing)**

PO Box 63
Civic Centre
EN13XW

Frequency of payment: ☐ fortnightly
☐ monthly on 1st of each month
☐ monthly on 16th of each month

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

Payment reference number

Banks and building societies may not accept Direct

9	9	2	4	3	1

Property address

This is not part of the instruction to your bank or building society.

Originators identification number

Instruction to your bank or building society

Please pay Enfield Council 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 Enfield Council and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Official use

Tenant name:

Account number:

Instructions for some type of accounts

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee

DIRECT Debit

- 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 Enfield Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Enfield Council 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 Enfield Council 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 Enfield Council 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.