Payment reference number 497630

Council Housing

100,000 residents have an Enfield Connected account - sign up for yours at www.enfield.aov.uk

Mr S Cordell
109 Burncroft Avenue
Enfield
Middlesex
EN3 7JQ

FDM\EC\QRS\RJ1 \Pr1 \Rec18 89\Pg:1

4th March 2022

Dear Mr S Cordell

From 4 April 2022, your weekly net rent will be £92.00. Rents are set in accordance with Government guidelines. In

For Information: Notice of 2022/23 Rent Charges
No Further Action Needed

109 Burncroft Avenue, Enfield, Middlesex, EN3 7JQ

October 2019, the Government announced that rents will increase by Consumer Price Index plus 1%. So for 2022/23 your rent will increase by 4.1%. In addition, the weekly service charges for your property are:

If you receive Housing Benefit, this will be automatically updated to take into account the new rent amount above. You will be notified of your Housing Benefit entitlement on your Rent Payment Schedule.

Ground Maintenance	£2.28
Caretaking	£4.31

Landlord Communal Service Charge	£0.50

You do not need to contact us.

If you receive Universal Credit, which replaces Housing Benefit, you will be responsible for paying your full rent because Universal Credit award includes your housing costs. You will have to notify the Department for Work and Pensions of this rent change on or around 4 April 2022 by signing into your Universal Credit account.

We will write to you again mid-March with a Payment Schedule for your rent. This schedule will show you:

- All the individual charges that make up your new rent
- Any Housing Benefit you receive
- The actual total amount you must pay
- Information on how to pay the amount due

You do not need to take any action as a result of this letter _ unless you are in receipt of U

Garage charges and parking bavs fIf vou also rent aaraaes or parking bavs from the Councih

Below is the current rent and the new rent, which will come into effect from 4 April 2022.

Licence Type	Current rent	New rent
Standard garage	£13.50	£13.90
Garage storage	£25.50	£27.30
Parking bay	£8.40	£8.70

If you are a Council Tenant or In-situ Leaseholder and you rent one or two garages, you are not charged VAT.

As a Council tenant or in-situ leaseholder, if you rent three or more garages, the third garage would be charged at Private rate plus VAT, currently 20%.

We will show you details of these charges and how to pay on your Payment Schedule which we will send you in due course.

Water rate

Since 1 April 2020, the water rates no longer formed part of your rent charge. We stopped charging you for individual water and wastewater services. Thames Water will send you a separate bill and it remains your responsibility to pay them directly for these services. If your block has a communal water supply for shared facilities, such as laundry room, you will still be charged for the communal water usage.

If your household is on a low income, you may qualify for a discount on your water and waste bills through the Thames WaterHelp scheme. For more information visit:

https://www.thameswater.co.uk/help/account-and-billina/financial-suoport/waterhelp **Use and Occupation**

If you are still living at this address on the 4 April 2022 and if either:

- You are not our tenant on that date; or
- We have ended your security of tenure because we have served you with a notice to quit

Then you must pay a weekly charge for your continued use and occupation of the property. If this applies to you, we will soon send you a letter that will show the actual amount you must pay every week.

Enfield Connected

Visit www.enfield.gov.uk to sign up for an Enfield Connected account. Through your account you can:

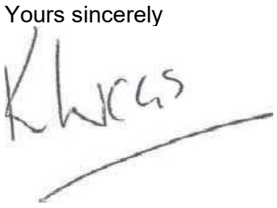
- Check your balance and payment history
- View your rent account
- View your benefit entitlement (if applicable)
- **View your Council Tax account and set up a Direct Debit for your Council Tax payments**
- Edit your account profile to tell us if things have changed.

We have improved our online services, allowing you to access more Council services in one place, save time and make payments easily.

The non-payment of rent is a breach of your tenancy conditions. If you are having difficulty paying your rent please speak to a member of the Council Housing team who are available to give advice and help.

We are sending this letter in accordance with the requirements of your tenancy agreement, and the Housing Act 1985 Sections 24, 102 and 103.

Yours sincerely



Karen Lucas
Head of Housing Services

Statement of your Rent Account

Please quote this payment reference number whenever you contact us: **497630**

MR S CORDELL
109,Burncroft Avenue
Enfield
Middlesex
EN3 7JQ

Sign up for an online Enfield Connected account to make your payments and manage your account ■
www.enfield.aov.uk

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1

DATE	TRANSACTION TYPE	DEBIT	CREDIT	BALANCE
08-AUG-2022	Balance B/F			-887.22 Credit
12-AUG-2022	Payment		29.72	-916.94 Credit
15-AUG-ZOZZ	Standard Debit	99.09		-817.85 Credit
15-AUG-2022	HB Weekly Rebate		99.09	-916.94 Credit
22-AUG-2022	Standard Debit	99.09		-817.85 Credit
22-AUG-2022	HB Weekly Rebate		99.09	-916.94 Credit
29-AUG-2022	Standard Debit	99.09		-817.85 Credit
29-AUG-2022	HB Weekly Rebate		99.09	-916.94 Credit
05-SEP-2022	Standard Debit	99.09		-817.85 Credit
05-SEP-2022	HB Weekly Rebate		99.09	-916.94 Credit
08-SEP-2022	Payment		29.72	-946.66 Credit
12-SEP-2022	Standard Debit	99.09		-847.57 Credit
12-SEP-2022	HB Weekly Rebate		99.09	-946.66 Credit
19-SEP-2022	Standard Debit	99.09		-847.57 Credit
19-SEP-2022	HB Weekly Rebate		99.09	-946.66 Credit
26-SEP-2022	Standard Debit	99.09		-847.57 Credit
26-SEP-2022	HB Weekly Rebate		99.09	-946.66 Credit
03-OCT-2022	Standard Debit	99.09		-847.57 Credit
03-OCT-2022	HB Weekly Rebate		99.09	-946.66 Credit
07-OCT-2022	Payment		29.72	-976.38 Credit
10-OCT-2022	Standard Debit	99.09		-877.29 Credit
10-OCT-2022	HB Weekly Rebate		99.09	-976.38 Credit
17-OCT-2022	Standard Debit	99.09		-877.29 Credit
17-OCT-2022	HB Weekly Rebate		99.09	-976.38 Credit
24-OCT-2022	Standard Debit	99.09		-877.29 Credit
24-OCT-2022	HB Weekly Rebate		99.09	-976.38 Credit
31 -OCT-2022	Standard Debit	99.09		-877.29 credit
31 -OCT-2022	HB Weekly Rebate		99.09	-976.38 Credit
04-NOV-2022	Payment		29.72	-1006.10 Credit
07-NOV-2022	Standard Debit	99.09		-907.01 Credit
07-NOV-2022	HB Weekly Rebate		99.09	-1006.10 Credit
14-NOV-2022	Standard Debit	99.09		-907.01 Credit
14-NOV-2022	HB Weekly Rebate		99.09	-1006.10 Credit

more information on reverse...

Certificate of Pav and Taxable Benefit and Tax Deducted/Refunded

Previous employment:.....

benefit for Total current claim £ 6855.71

Total for year .....

Pay £	0.00
Taxable £	5948.95
Pay and Taxable benefit £	5948.95

Tax Deducted £	0.00
Tax £ Refunded	0.00
Net tax £ Deducted	0.00

Year to 5 April 2022

Tax District number **267**

MR S P CORDELL
109 BURNCROFT AV
ENFIELD
MIDDX
EN3 7TQ

PAYE reference	ESA500
Final tax code	1257L X
National Insurance no.	3H 653811 D
Date of issue	30/04/22

Benefit Office code	02146	File Indicator	RA	Print control	017956

P60U **Issued by the BA/DSS** ***Please read the notes overleaf***

86623179560010011

February 2022

Dear Resident,

Please find enclosed the statutory notice of your rent increase for 2022/23. You will see that your rent has been increased by 4.1 % in line with Government guidance which will come into effect from April 2022.

Help is available to those in financial need

We know that in the last 12 months things have been tough. More expensive gas and electricity bills, rising food prices and the Government's planned National Insurance tax increase, will continue to put severe pressure on household budgets this year. That's why Enfield Council is committed to helping residents who are struggling to pay their bills.

If you are in Financial Hardship, please visit our **Financial Hardship webpage** for advice and support www.enfield.gov.uk/financialhardship. This information is also available at Enfield Town and Edmonton Green Community Hubs based in the libraries. If you're struggling to pay your rent our **Rent Income Team** can arrange a payment plan - email rent.council.housing@enfield.gov.uk or ring 020 8379 1000 and select option 4.

Enfield Council spends £38m annually on our **Council Tax Support Scheme.** This is financial support to a third of households in our borough to help pay their Council Tax. You can check your eligibility at www.enfield.gov.uk/benefits. This checker will also advise if you are eligible to claim Housing Benefit or Universal Credit.

North Enfield Foodbank and Citizen's Advice Enfield both offer advice services for people struggling to pay their bills:

www.citizensadvice.org.uk/consumer/energy/energy-supply/

https://northenfield.foodbank.org.uk/get-help/

Enfield Council
Civic Centre
Silver Street Enfield EN13XY
www.enfield.gov.uk

If you need this document in another language or format contact the service using the details above.

ENFIELD Connected

ENFIELD Council

Statement of your Rent Account

Please quote this payment reference number whenever you contact us: 497630

FDM\EC\QRS\RJ11 \Pr2\Rec9D31 \Pg :1

MRS CORDELL
109,Burncroft Avenue
Enfield Middlesex EN3
7JQ

Sign up for an online Enfield Connected account to make your payments and manage your account - www.enfield.aov.uk

DATE	TRANSACTION TYPE	DEBIT	CREDIT	BALANCE
09-MAY-2022	Balance B/F Standard Debit	99.09		-798.06 Credit -
16-MAY-2022				698.97 Credit
16-MAY-2022	HB Weekly Rebate		99.09	-798.06 Credit
19-MAY-2022	Payment		29.72	-827.78 Credit
23-MAY-2022	Standard Debit	99.09		-728,69 Credit
23-MAY-2022	HB Weekly Rebate		99.09	-827.78 Credit
30-MAY-2022	Standard Debit	99.09		-728.69 Credit
30-MAY-2022	HB Weekly Rebate		99.09	-827.78 Credit
06-J UN-2022	Standard Debit	99.09		-728.69 Credit
06-J UN-2022	HB Weekly Rebate		99.09	-827.78 Credit
13-JUN-2022	Standard Debit	99.09		-728.69 Credit
13-JUN-2022	HB Weekly Rebate		99.09	-827.78 Credit
16-JUN-2022	Payment		29.72	-857.50 Credit
20-JUN-2022	Standard Debit	99.09		-758.41 Credit
20-JUN-2022	HB Weekly Rebate		99.09	-857.50 Credit
27-JUN-2022	Standard Debit	99.09		-75841 Credit
27-JUN-2022	HB Weekly Rebate		99.09	-857.50 Credit
04-JUL-2022	Standard Debit	99.09		-758.41 Credit
04-JUL-2022	HB Weekly Rebate		99.09	-857.50 Credit
11-JUL-2022	Standard Debit	99.09		-758.41 Credit
11-JUL-2022	HB Weekly Rebate		99.09	-857.50 Credit
15-JUL-2022	Payment		29.72	-887.22 Credit
18-JUL-2022	Standard Debit	99.09		-788.13 Credit
18-JUL-2022	HB Weekly Rebate		99.09	-887.22 Credit
25-JUL-2022	Standard Debit	99.09		-788.13 Credit
25-JUL-2022	HB Weekly Rebate		99.09	-887.22 Credit
01-AUG-2022	Standard Debit	99.09		-788.13 Credit
01-AUG-2022	HB Weekly Rebate		99.09	-887.22 Credit
08-AUG-2022	Standard Debit	99.09		-788.13 Credit
08-AUG-2022	HB Weekly Rebate		99.09	-887.22 Credit

more information on reverse...

ENFIELD Connected

ENFIELD Council

Statement of your Rent Account

Please quote this payment reference number whenever you contact us: 497630

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MRS CORDELL
109,Burncroft Avenue
Enfield
Middlesex
EN3 7JQ

Sign up for an online Enfield Connected account to make your payments and manage your account - www.enfield.aQv.uk

DATE	TRANSACTION TYPE	DEBIT	CREDIT	BALANCE
07-FEB-2022	Balance B/F			-708.90 Credit
14-FEB-2022	Standard Debit	94.95		-613.95 Credit
14-FEB-2022	FIB Weekly Rebate		94.95	-708.90 Credit
21-FEB-2022	Standard Debit	94.95		-613.95 Credit
21-FEB-2022	HB Weekly Rebate		94.95	-708.90 Credit
25-FEB-2022	Payment		29.72	-738.62 Credit
28-FEB-2022	Standard Debit	94.95		-643.67 Credit
28-FEB-2022	HB Weekly Rebate		94.95	-738.62 Credit
07-MAR-2022	Standard Debit	94.95		-643.67 Credit
07-MAR-2022	HB Weekly Rebate		94.95	-738.62 Credit
14-MAR-2022	Standard Debit	94.95		-643.67 Credit
14-MAR-2022	HB Weekly Rebate		94.95	-738.62 Credit
21-MAR-2022	Standard Debit	94.95		-643.67 Credit
21-MAR-2022	HB Weekly Rebate		94.95	-738.62 Credit
25-MAR-2022	Payment		29.72	-768.34 Credit
28-MAR-2022	Standard Debit	94.95		-673.39 Credit
28-MAR-2022	HB Weekly Rebate		94.95	-768.34 Credit
04-APR-2022	Standard Debit	99.09		-669.25 Credit
04-APR-2022	HB Weekly Rebate		99.09	-768.34 Credit
11-APR-2022	Standard Debit	99.09		-669.25 Credit
11-APR-2022	HB Weekly Rebate		99.09	-768.34 Credit
18-APR-2022	Standard Debit	99.09		-669.25 Credit
18-APR-2022	HB Weekly Rebate		99.09	-768.34 Credit
22-APR-2022	Payment		29.72	-798.06 Credit
25-APR-2022	Standard Debit	99.09		-698.97 Credit
25-APR-2022	HB Weekly Rebate		99.09	-798.06 Credit
02-MAY-2022	Standard Debit	99.09		-698.97 Credit
02-MAY-2022	HB Weekly Rebate		99.09	-798.06 Credit
09-MAY-2022	Standard Debit	99.09		-698.97 Credit
09-MAY-2022	HB Weekly Rebate		99.09	-798.06 Credit

more information on reverse...

BENEFIT NOTIFICATION LETTER

ENFIELD Council

FDMIEC\CTIRJ2022\PR13 VRec:14262VPg: 1

ENFIELD

Connected

Claim Reference: 1623514 NI
Reference: JH653811D Rent
Reference: 497630 Council Tax
Account 55508596

Sign up to Enfield Connected www.enfield.gov.uk/connected if you want to make a payment, set up a Direct Debit, view an account (Council Tax, Housing Benefit and Council Rent), claim Housing Benefit, Council Tax Support and Extra Financial Help for rent and Council Tax.

Mr S Cordell
109 Burncroft Avenue
Enfield
EN3 7JQ

25/02/2022

Dear Mr Cordell

Housing Benefit Notification

I have changed your Housing Benefit from 04/04/2022 to take account of new year benefit levels from April. I have decided that your benefit is now as follows:

£99.09 per week from 04/04/2022

How You Will Be Paid

Your benefit will be paid by directly crediting your rent account.

Council Tax Support Notification

I have worked out your council tax support from 01/04/2022 to take account of new council tax and benefit levels from April. I have decided that your benefit is now as follows:

£20.60 per week from 01/04/2022

How You Will Be Paid £1,074.33 council tax support has been credited to your council tax account. The total amount of council tax support for 2022/23 is £1,074.33.

You will receive a council tax bill that will tell you how much council tax you will now have to pay. On the back of the bill is a summary of how we have calculated your council tax.

Right of Appeal for Housing Benefit

If you do not agree with the Housing Benefit decision, you must challenge it within **one month** of the date of this letter.

You can:

- Write and ask us to reconsider
- Write to us and ask for our decision to be looked at by the Independent Tribunal run by the Tribunal Service.

Benefits Assessment Team

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How Your Council Tax Support Has Been Worked Out

Based on your circumstances I have decided to assess your claim using the Protected scheme.

From 01/04/2022, your council tax support is £20.60 each week.

The maximum council tax support you could get

Your council tax liability for the year is £1,074.33 which for this period is £20.60 each week.

The maximum council tax support you could get is therefore £20.60 each week. This figure is used when working out 'your total weekly council tax support'.

Your Total Weekly Council Tax Support

As you are receiving income related employment and support allowance, you are entitled to the maximum council tax support of £20.60 each week.



Enfield Stands Together

We are a resilient, diverse community. If you want to offer help at this time or need help yourself please refer to our website https://new.enfield.gov.uk/services/vour-council/enfield-stands-together/

If you don't have access to the internet, please contact Enfield Voluntary Action on 07960 371 207.

Can I also take this opportunity to encourage you to confirm your current contact details - mobile and email so we can update our records. Please send these to tenancy.council.housing(5)enfield.gov.uk

Wo will got through the global pandemic by coming together as a community, thank you for your understanding and support at this time, as we adapt our services to the changing landscape.

Yours sincerely

Director of Housing and Regeneration Joanne Drew

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ENFIELD Connected

ENFIELD Council

Payment reference number 497630

Council Housing

100,000 residents have an Enfield Connected account - Sign up for yours at www.enfield.gov.uk

9826 9272 1000 0000 0497 6307

FDMVEC\RPLIRJ1 \Pr1 \Rec4824\Pg: 1

Mr S Cordell
109 Burncroft Avenue
Enfield
Middlesex
EN3 7JQ

5th April 2021

From 5th April 2021, your weekly rent is £0.00. This breaks down as:

Rent Payment Schedule 2021/22

	Dwelling	Garage	Total
Rent	88.38		88.38
Caretaking	4.12		4.12
Landlord Communal Service Charge	0.49		0.49
Grounds Maintenance	1.96		1.96
TOTAL	94.95	0.00	94.95
Housing Benefit	94.95		
YOU PAY	**0.00**	**0.00**	**0.00**

If you receive Universal Credit, your monthly rent can be worked out by using the total weekly charge shown in this letter times 52 and divided by 12.

Your rent is payable weekly. If you have arranged to pay fortnightly or monthly, your payments must be made in advance, in line with the terms and conditions of your tenancy agreement.

What you need to do:

- **The easiest and quickest way to pay your rent is by Direct Debit. You can set this up by filling out the Direct Debit form attached and returning this. 76,000 people in Enfield pay the Council by Direct Debit - it's secure easy and quick!**
- If you pay your rent by a Standing Order, you need to change your Standing Order to make sure it covers the amount you need to pay. If you would like to switch to paying by Direct Debit please complete the attached form.
- **If you have an existing Direct Debit set up, this will be adjusted automatically. You do not need to change this and you do not need to contact us**
- For credit or debit card payments please go to www.enfield.aov.uk or call 020 8379 1000 (Option 1) for the automated payments line
- You can pay in person at any PayPoint, Payzone outlets and Post Offices using the bar code on this letter or your rent card

Use & Occupation

If you are still living at this address on the 5th April 2021 and if either:

- You are not our tenant on that date; or
- We have ended your security of tenure because we have served you with a notice to quit Then

you must pay a weekly charge for your continued use and occupation of the property.

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
EN1 3XW

Originator's Identification Number

9	9	2	4	3	1

Your address

Monthly payment date:

] fortnightly Q 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

This is not part of the instruction to your Bank or Building Society

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

Name and full postal address of your Bank or Building Society

To The Manager, bank/building society

Address

Postcode

Official use

Tenant name:

Account number:

Payment reference number

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 Enfield Council will notify you at least 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 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.

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FDMEC\RPL\RJ 1 \Pr 1 \Rec48241Pg :3

Letter to: All Enfield Council tenants and leaseholders

Dear Resident

YOUR SERVICES

The national response to Corona virus (Covid -19) is changing daily, but I wanted to write to you to let you know how we are adapting and changing our services to best support you - and how you can help us deliver these changes effectively.

The safety of your home and the health and wellbeing of our vulnerable residents remain our top priorities and so we are focusing on the following activities.

Maintaining safe and clean communal areas

We are taking steps to ensure that the cleaning of communal areas, which is part of the caretaking service, is maintained.

We will prioritise blocks with a high proportion of older residents.

We are currently maintaining our regular communal block inspections to ensure we are monitoring the condition and cleanliness of communal areas, monitoring safety and capturing and actioning repairs.

“““ Please help us by ensuring communal areas are kept clear of rubbish and personal belongings.

Staying safe at home

It is important that as we adapt the way we live in line with Government advice. This is likely to lead to more time spent at home - in some cases in self-isolation - and we must take the necessary steps to stay safe.

Please ensure:

- you "know your plan" and what to do in the event of a fire in your home or elsewhere in your building
- you have a working smoke alarm in your home and test it weekly
- your flat entrance door (if you live in a block of flats) is in good condition and has a self-closing device fitted.
- you do not overload plug sockets and turn electrical appliances off at the wall at night
- if you smoke you extinguish smoking materials safely (never throw lit cigarettes from your balcony, they can start a fire on a lower floor)
- you limit the use of candles and incense sticks, if you choose to use them, please ensure you do so safely
- you don't leave cooking unattended, especially if you have children at home
- if you use portable electric (fan) heaters, please ensure they are kept a safe distance from furniture, curtains or any other material that could ignite.

Please visit the fire safety pages on our website, for more information about staying safe at home.

ENFIELD Connected

ENFIELD Council

Payment reference number 497630

Council Housing

100,000 residents have an Enfield Connected account - Sign up for yours at www.enfield.gov.uk

FDM\EC\RPL\RJ2\Pr 1 \Rec4762\Pg: 1

Mr S Cordell
109 Burncroft Avenue
Enfield
Middlesex
EN3 7JQ

9826 9272 1000 0000 0497 6307

4th April 2022

Rent Payment Schedule 2022/23

109 Burncroft Avenue, Enfield, Middlesex, EN3 7JQ

From 4th April 2022, your weekly rent is £0.00. This breaks down as:

	Dwellinq	Garage	Total
Rent	92.00		92.00
Caretaking	4.31		4.31
Landlord Communal Service Charge	0.50		0.50
Grounds Maintenance	2.28		2.28
TOTAL	99.09	0.00	99.09
Housing Benefit	99.09		
YOU PAY	**0.00**	**0.00**	**0.00**

as

If you receive Universal Credit, your monthly rent can be worked out by using the total weekly charge shown in this letter times 52 and divided by 12.

Your rent is payable weekly. If you have arranged to pay fortnightly or monthly, your payments must be made in advance, in line with the terms and conditions of your tenancy agreement.

What you need to do:

- The easiest and quickest way to pay your rent is by Direct Debit. You can set this up by filling out the Direct Debit form attached and returning this. Thousands of people in Enfield pay the Council by Direct Debit - it's secure easy and quick!
- **If you have an existing Direct Debit set up, this will be adjusted automatically. You do not need to change this and you do not need to contact us**
- If you pay your rent by a Standing Order, you need to change your Standing Order to make sure it covers the amount you need to pay.
- For Internet or phone banking transfer, please use our account number: 05150817 and sort code: 09-07-20 (Santander Bank), quoting your payment reference number as the reference. You can also use this information to set up a Standing Order for rent.
- For credit or debit card payments please go to www.enfield.gov.uk or call 020 8379 1000 (Option 1) for the automated payments line, please have your payment reference number to hand.
- You can pay in person at any PayPoint, Payzone outlets and Post Offices using the bar code on the top right of this letter or your rent card.

Use & Occupation

If you are still living at this address on the 4th April 2022 and if either:

- You are not our tenant on that date; or
- We have ended your security of tenure because we have served you with a notice to quit

Then you must pay a weekly charge for your continued use and occupation of the property.

ENF_RPL_V

ENFIELD Council

DIRECT Debit

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

FDM\EC\RPURJ2\Pr1\Rec4762\F>g;2

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 EN1
3XW

Originator's Identification Number

9	9	CM	4	3	1

Your address

This is not part of the instruction to your Bank or Building Society

Monthly payment date:

EH fortnightly □ monthly on 1st of each month □ monthly on 16th of each month Name(s) of Account Holder(s)

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.

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

Signature(s)

Date

Official use

Payment reference number

Tenant name: Aecnunt number:

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

DIRECT Deb it

- 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 at least 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 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.