[GoldenRule]

18 Burnet Road

Sweet Briar Industrial Estate

Norwich, NR3 2BS

[Tel: 01603309590](Tel:01603309590)

Email: [coverplan@gasway.co.uk](mailto:coverplan@gasway.co.uk)

[Date]

[CompanyName]

[Address1]

[Address2]

[Address3]

[Postcode]

Dear [Name]

Just to let you know your annual [Plan] plan for the address listed will automatically renew at your renewal date at a premium cost of [First].

Your payment plan for the next year is detailed below.

Thank you for renewing.

**Debit Ref No. [DebitRef]**

**Plan No. [DebitRef2]**

**CONFIRMATION OF PLAN AND ADVANCE NOTICE OF DIRECT DEBIT**

**COLLECTION**

**Please be advised that we are no longer able to offer cover under your current plan for Boilermates or any other make of thermal store product. Should you have a thermal store product in your property and require cover, this could be added for an additional [MonthApp] per month. Basically, a thermal store product can be identified by checking if the make is Gledhill, Boilermate or similar.**

**This is for information purposes only.**

Gasway Services will be collecting on **[FirstDate]** or immediately after the 1st of the month a one-off Direct Debit payment of **[First]**.

We are obliged to advise you that in accordance with the terms and conditions of our Cover Plans you are now entering a 12-month contract. Should you wish to cancel your plan please refer to cancellations section 8 in our terms and conditions, which can be found detailed on the reverse of your certificate of cover. The main points that should be noted are any instalments still outstanding shall remain payable to expiry date or if we have carried out works, we will charge you an amount that covers the cost of works carried out.

Gasway now offer complete **Household Emergency Cover** – giving you the same great levels of service whatever problem you may encounter in your home. This includes plumbing, drains, electrics, windows, locks and pest cover. All of this additional cover can be added to your plan for **just [AHE]** per month. Please go to [www.gasway.co.uk](http://www.gasway.co.uk) or call 0800 074 30 30 for more information.

Gasway will make every attempt to provide annual service reminders however it is the direct responsibility of the customer to ensure the annual service is carried out. We will not accept responsibility for any failure to meet the annual service deadline.

Should you have any queries in respect of this notification please contact our Cover Plan Department on 01603 258613, otherwise the Direct Debit will commence as detailed above.

**Please find enclosed your certificate of cover.**

Yours sincerely

Gasway Cover Plan Team

Cover Plan Department

|  |
| --- |
| **The Direct Debit Guarantee**  DDLogo |
| * This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society. |
| * If the amounts to be paid or the payment dates change Gasway Services Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. |
| * If an error is made by Gasway Services Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid. |
| * You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us. |
|  |

|  |
| --- |
| footer.jpg  Head Office: Gasway Services Ltd – 18 Burnet Road – Sweet Briar Industrial Estate – Norwich – NR3 2BS  Telephone; 0800 0743030 Email: enquiries@gasway.co.uk  Company No: 4158628  VAT No: 688 4634 78 |