



Hinckley & Bosworth
Borough Council

HINCKLEY & BOSWORTH BOROUGH COUNCIL

Revenues and Benefits Service, PO Box 10004, HINCKLEY, LE10 9EJ

Telephone: 01455 238141

E-mail: revenues@hinckley-bosworth.gov.uk Website: www.hinckley-bosworth.gov.uk

Mr Robert Baptie
23 Brookside
Burbage
Hinckley
LE10 2TG

Issue Date: **04.10.2023**



Dear Sir/Madam,

CONFIRMATION OF THE SET-UP OF YOUR DIRECT DEBIT INSTRUCTION. COUNCIL TAX REFERENCE No: 802363632

Thank you for choosing to pay your council tax by Direct Debit.

Having accepted your bank details, I would like you to check the information below.

Account Name: **BAPTIE R**

Account Number: ******2160**

Bank Sort Code: **070116**

Details of the amount to be collected and the payment dates will be shown on a separate adjustment notice.

If any of the details are incorrect or you require any additional information please contact us as soon as possible on 01455 238141. If, however, the details are correct you need do nothing and your Direct Debit will be processed as normal.

You have the right to cancel your Direct Debit at any time. A copy of the Direct Debit Guarantee is below.

Yours faithfully

Storme Coop
Revenue & Benefits Manager

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 Hinckley & Bosworth Borough Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Hinckley & Bosworth Borough 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 Hinckley & Bosworth Borough 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 Hinckley & Bosworth Borough 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.