**Guidelines for the Applicant:**

1.Fill in **all** sections apart from the Payment Reference in Section 2 (Payee details)

2.Remember to sign and date the form.

3.Completed forms should be submitted to Dar Aminah by:

-By email: [daraminah@hotmail.co.uk](mailto:daraminah@hotmail.co.uk)

-Or by post: Dar Aminah, 52A Westbourne Road, Luton LU4 8JD

-Or to be collected: Call 07764 744 209

To the Manager of

(Insert the name of your bank/bank society)

Please set up the following Standing Order and debit my account accordingly.

**1. My Account Details**

Account name:

(Insert your name as it appears on your bank account)

Account Holding Branch

Account Number:

Sort Code: - -

**2. Payee Details**

Payee Account Name

Dar Aminah

Payee Bank

HSBC, 63 George Street, Luton, LU1 2AR

Payee Account Number

6 2 5 2 8 1 6 9

Payee Sort Code -

3 0

3 2

4 0

- -

Payee Reference

D A

**FAO Data Entry Clerk:** Please ensure that the payment reference – **all eight characters** – is entered correctly

when setting up the standing order. Thank you.

**3. Payment Amount and Frequency**

Monthly Amount £5 £10 £20 £25 other

Starting on:

Followed by:

Up to and including:

**4. Confirmation**

Signature Date

Print name