



Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form and send it to: Radian, Drum Court, The Spain, Petersfield. GU32 3NG
Name and full postal address of your Bank or Building Society

To: The Manager Bank/building society

Address

Postcode

Service user number

8	3	8	7	6	3
---	---	---	---	---	---

Name(s) of Account Holder(s)

Instruction to your Bank or Building Society

Please pay Radian Group Ltd 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 Radian Group Ltd and, if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society account number

Branch Sort Code

Reference

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

DDI 4 5/15

This is not part of the Instruction to your Bank or Building Society and must be detached by Radian before submission to the Paying Bank.

Customer details

Name(s)

Address

Postcode

Monthly: Please indicate choice of date by ticking one box. (Unfortunately no other dates are available).

1st 5th 8th 15th 25th 28th

Weekly tenancies only:

Please indicate choice by ticking one box.

Weekly Fortnightly

Mon Tue Wed Thur Fri

Third party payers – if you are paying on behalf of a Tenant, please provide your contact details.

Name(s)

Address

Telephone number

Email address

Date of first debit:

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 Radian will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Radian 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 Radian 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 Radian 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.

Direct Debit – a quick secure way to pay



Why pay by Direct Debit?

Direct Debit is a secure way to pay your regular bills. Just complete the attached form or give us a call and we will do the rest for you.

You can pay weekly, fortnightly or monthly, all payment dates are listed overleaf.

You will always be covered by the “Direct Debit Guarantee” so in the unlikely event a payment is made in error, your bank or building society will give you an immediate refund of that amount.

You can cancel your Direct Debit at any time with your bank or building society.

How to set up your Direct Debit.

Post - Just fill in the Direct Debit form and return it to Radian, Drum Court, The Spain, Petersfield GU32 3NG.

Telephone - We can set your direct debit up over the telephone. If the payment is to come out of someone else’s account (someone who is not on the tenancy) we will just need a few more details. Just call on **0300 123 1567**

Online - Visit the resident’s page on the Radian website www.radian.co.uk register on My Radian where you will be able to enter your bank account details to set up a Direct Debit.

Any questions call 0300 123 1567.

It is your responsibility to ensure your payment is being paid on time, payments need to be made to keep your account in the green. This may mean that you need to continue to make manual payments until your Direct Debit is set up.

