



## Instruction to your bank/building society to pay by Direct Debit

Corona Energy Retail 3 Ltd  
 Building 2  
 Croxley Green Business Park  
 Watford  
 WD18 8YA

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Service User Number

Name(s) of account holder(s)

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To ensure that your Direct Debit mandate is set up correctly, please provide the following information:

Customer Ref: .....

Contract Ref: .....

MPR Ref: .....

This DD will be applied to all meters in contract, unless otherwise specified.

Bank/building society account number

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Branch Sort Code

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### Instruction to your Bank/Building Society

Please pay Corona Energy Retail 3 Limited 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 Corona Energy Retail 3 Limited and, if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your bank/building society

To: The Manager  
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 Address:  
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 Postcode:

Signature(s):

Date:

Banks/building societies may not accept Direct Debit Instructions from certain types of accounts



This Guarantee should be detached and retained by the Payer.

### The Direct Debit Guarantee



- This guarantee is offered by all banks/building societies that accept instructions by Direct Debit.
- If there are any changes to the amount, date, or frequency of your Direct Debit, Corona Energy Retail 3 Ltd will notify you 7 working days in advance of your account being debited or as otherwise agreed. If you request Corona Energy Retail 3 Ltd 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 Corona Energy Retail 3 Ltd or your bank/building society, you are entitled to a full and immediate refund of the amount paid from your bank/building society.
- If you receive a refund you are not entitled to, you must pay it back when Corona Energy Retail 3 requests you to.
- You can cancel a Direct Debit at any time by simply contacting your bank/building society. Written confirmation may be required. Please also notify us.