



Claimant's BACS Details Payment Form

Form for private tenants provide account details to allow payment of Housing Benefit entitlement direct into a bank or building society account.

Once completed this form should be returned to:

Benefits Section
Waverley Borough Council
Council Offices
The Burys
Godalming
Surrey GU7 1HR

**Do not fill in this form if the property you have rented is outside
of the Borough of Waverley, Surrey, England**

More copies of the form can be found at:

www.waverley.gov.uk/forms

Under the Data Protection Act Waverley Borough Council is a Data Controller and you are a Data Subject.



We hold this information for the purposes described on the attached form. The information we hold will be principally used for this purpose, but may be used for other purposes within the Council as the law permits. We may check information we receive with that which is already in our records.

We may obtain information about you from others, or we may give information to them. If we do, it will only be as the law permits, and to:

- Check accuracy of information;
- Prevent or detect crime;
- Protect public funds.

**WAVERLEY BOROUGH COUNCIL
BENEFITS SECTION
BACS PAYMENT DETAILS FORM**

YOUR NAME AND ADDRESS											
NAME											
ADDRESS											
POST CODE											
CONTACT TELEPHONE NUMBER											
BANK / BUILDING SOCIETY DETAILS											
PLEASE NOTE WE CANNOT PAY INTO POST OFFICE CARD ACCOUNTS											
BANK NAME											
BANK BRANCH											
ACCOUNT NAME											
ACCOUNT SORT CODE											
ACCOUNT NUMBER											
ROLL NUMBER *											
* Building Society Accounts only											
AUTHORISATION											
SIGNATURE											
DATE											
ONCE COMPLETE RETURN TO:						FOR OFFICIAL USE ONLY					
Benefit Section Waverley Borough Council Council Offices The Burys Godalming, Surrey GU7 1HR						Customer Reference _____ Input _____ Checked _____					