



Landlord BACS Payment Form

Form for landlord or landlord's agents to provide account details to allow payment 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 out 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
LANDLORD BACS PAYMENT DETAILS FORM**

LANDLORDS NAME AND ADDRESS									
NAME									
ADDRESS									
POST CODE									
CONTACT TELEPHONE NUMBER									
BANK ACCOUNT DETAILS									
BANK NAME									
BANK BRANCH									
ACCOUNT NAME									
ACCOUNT SORT CODE									
ACCOUNT NUMBER									
PAYMENT SCHEDULE INFORMATION									
PAYMENT SCHEDULES WILL BE SENT BY E-MAIL									
EMAIL ADDRESS									
AUTHORISATION									
SIGNATURE									
POSITION IN COMPANY									
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 _____					