

**FOCUS IT STANDING ORDER MANDATE FORM**

PLEASE FORWARD THE COMPLETED FORM TO YOUR BANK MANAGER.

To the Manager of \_\_\_\_\_

PLEASE TICK RELEVANT BOX :-

<input type="checkbox"/>
<input type="checkbox"/>

NEW INSTRUCTIONS  
PLEASE AMEND PREVIOUS STANDING  
ORDER QUOTING REFERENCE/BENEFICIARY

**ACCOUNT TO BE DEBITED                      BENEFICIARY DETAILS**

SORT CODE  
ACCOUNT NUMBER  
ACCOUNT NAME


BANK  
BRANCH DETAILS  
SORT CODE  
ACCOUNT NUMBER  
BENEFICIARY NAME  
REFERENCE  
(COMPANY NAME)

<b>BARCLAYS BANK</b>							
<b>HIGH ST, MAIDSTONE</b>							
2	0	5	4	2	5		
9	0	2	8	8	6	4	0
<b>FOCUSIT</b>							

**PAYMENT DETAILS**

AMOUNT OF FIRST PAYMENT    £   

AMOUNT OF USUAL PAYMENT    £   

DATE OF FIRST PAYMENT   

AMOUNT OF USUAL PAYMENT IN WORDS   

WHEN PAID (WEEKLY, MONTHLY,  
ANNUALLY, ETC)   

COMPLETE EITHER    £   

AMOUNT OF LAST PAYMENT

DATE OF USUAL PAYMENT   

AND DATE OF LAST PAYMENT   

OR PLEASE CONTINUE PAYMENTS UNTIL FURTHER NOTICE     YES

CUSTOMER SIGNATURE(S)   

DATE   

CUSTOMER CONTACT TELEPHONE NUMBER   

**ALL WHITE BOXES MUST BE COMPLETED  
IN ORDER FOR THE STANDING ORDER TO BE PROCESSED**