



Please fill in the whole form using a black ball point pen and send it to:

**Comptroller of Revenue  
Revenue Jersey  
P.O. Box 56  
Jersey, JE4 8PF**

Name(s) of Account Holder(s)

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\_\_\_\_\_

Branch Sort Code

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Bank / Building Society Account Number

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To: The Manager

Bank / Building Society

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Address

Postcode

**Originator's Identification Number**

941341

**Tax Identification Number** (Only enter your 10 digit TIN which is on your correspondence from Revenue Jersey)

[illegible]

**Business Reference** (For ITIS only)

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### Instruction to your Bank or Building Society

Please pay Revenue Jersey 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 Revenue Jersey and, if so, details will be passed electronically to my Bank / Building Society.

**Tick ITIS box if you are paying employer ITIS deductions by Direct Debit**

ITIS

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**Tick Income Tax box if you are paying your Income Tax by Direct Debit**

## Income Tax

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**Tick C.2.C. box if you are paying your Class 2 Contributions by Direct Debit**

### C.2.C

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Signature(s) of Account Holder(s):

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Date:

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

Revenue Jersey is registered as Controller under the Data Protection (Jersey) Law 2018 as we collect and process personal information about you. For more information about how we use your data please go to our privacy statement on gov.je or request a written copy by phoning +44 (0) 1534 440300.



**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 Revenue Jersey will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Revenue Jersey 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 Revenue Jersey 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 Revenue Jersey asks you to.
- You can cancel a Direct Debit at any time by simply by contacting your bank or building society. Written confirmation may be required. Please also notify us.