

## London Borough of Newham - Sundry Debtors

# Bankers Standing Order Mandate

### What you need to do

1. Complete all sections of this form.
2. Ensure you include your **final payment date**.
3. Sign and date the form.
4. Send or take the completed form **to your bank** or set up the standing order using your online banking app using the details below.

### If you need help, please contact:

London Borough of Newham  
Housing Benefit Overpayment Section

☎ Telephone: 020 8430 6196

🕒 Opening hours: 9.00 am to 5.00 pm  
Monday to Friday

### Your details

Name

Address

  
  
  


Invoice number

### Your bank details

Bank name

Bank Address

  
  
  


Account number

Sort code

### Your payment instructions

First payment amount

£

First payment date

Followed by monthly payment amount

£

Monthly payment start date

Final payment date

**This order supersedes any current instruction**

### Payee details

**Pay:** London Borough of Newham

**Bank:** Lloyds Bank

**Account name:** London Borough of Newham

**Account number:** 00879113

**Sort code:** 30-00-02

**Bank address:** PO Box 72  
Bailey Drive  
Gillingham Business Park  
Kent  
ME8 0LS

**IBAN:** GB19 LOYD 3000 0200 8791 13

**BIC:** LOYDGB2LCTY

### Authorisation

By signing, you authorise your bank to set up this standing order.

### Signature

Date