



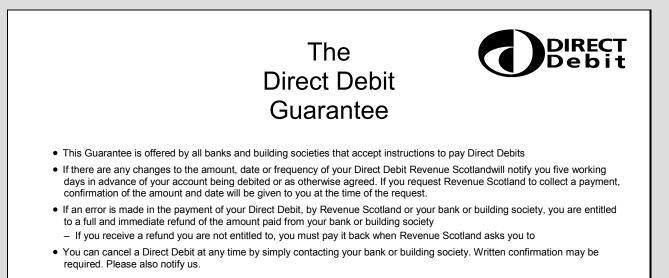
Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form and email to:									
Revenue Scotland									
finance@revenue.scot									
	Service	user n	umber				-		
	2	9	7	0	5	9			
Name of account	Referen	ice					-		
	Μ0	0 0	0 0						
Branch sort code	Instruct Please p this Instr Guarant Scotland bank/bui	bay Reve ruction s ee. I une l and, if	enue Sc ubject to derstand so, deta	otland D the saf that this	irect Del eguards s Instruc	bits from assured tion may	by the I remain	Direct D with Re	ebit
Name and full postal address of your bank or building society To: The Manager Bank/building society									
	Authorise	d Bank S	ignature(s	5)					
Address	Signature	e(s)							
Postcode	Date								

Banks and building societies may not accept Direct Debit Instructions for some types of account

DDI2

This guarantee should be detached and retained by the payer.



Revenue Scotland Direct Debit: Report Consent



Where organisations have signed up to Revenue Scotland's Direct Debit Scheme they will be issued with a report prior to the collection of payment. This report details those returns with the amounts due to be collected on a specific date and includes for each tax return, the organisation's name, agent's reference, payment reference, Revenue Scotland reference and the amount.

Revenue Scotland takes the security of data seriously and although it does not contain protected taxpayer information, our preference is to email these reports to a secure email address. We require your consent to issue these reports whether that be to your secure or unsecure email account(s). Failure to consent may lead to access to the Direct Debit scheme being removed.

Name	
Address of main office	

I am willing, on behalf of ______to receive Direct Debit Scheme reports via email from Revenue Scotland over the open Internet and in doing so I agree to bear all the attendant risk associated with receiving such email correspondence.

My consent remains in force until I contact Revenue Scotland to withdraw consent.

Signature	
Capacity in which signing	
Date	
Telephone Number	
Please note: this may not be the office number if the office is currently closed	

Direct debit reports should be emailed to the following email address(es):

(we recommend providing an email address that is monitored daily)

Please email the completed form to Revenue Scotland finance@revenue.scot

Upon receipt of this form Revenue Scotland will:

- Contact the signatory to confirm identity and acceptance
- Process the form and set up the Direct Debit