

Direct Debit Authorization

Date: [Insert Date]

To Whom It May Concern,

I am writing to authorize the establishment of a direct debit for my utility account with [Utility Company Name]. Below are the details required for processing this request:

Account Holder Name: [Your Name]

Account Number: [Your Utility Account Number]

Bank Name: [Your Bank Name]

Bank Account Number: [Your Bank Account Number]

Sort Code: [Your Bank Sort Code]

I hereby authorize [Utility Company Name] to debit my bank account on the [Specify Day] of each month for the payment of my utility bill.

Should you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Address]

[Your City, State, ZIP Code]