

## BANKERS ORDER

NEW ☐ AMENDMENT (Please tick appropriately) ☐

Date...../...../..... Branch.....

## NEW STANDING ORDER

On the ..... day of ..... 20..... and thereafter on the same date, Monthly/ Quarterly/ Half Yearly/Yearly until cancelled by me/us in writing, please Debit my/our account with the sum of

(Figures)..... (Words) .....

Plus charges and pay to..... (Bank) ..... (Branch),

for the credit of (Beneficiary Name).....

Account No. ....

Ref. Details .....

## STANDING ORDER AMENDMENT

Kindly amend my/our Bankers Orders on my/our account with effect from..... as follows:

Cancel ☐ Suspend for ☐ (Months) ☐ Amend: (Tick Appropriately) ☐

TICK HERE	DETAIL	FROM	TO
	Amount		
	Due date		
	Beneficiary account		

## CUSTOMER ACCOUNT DETAILS

Account No  Account Name .....

Address..... Telephone..... Email.....

Signature (1) ..... (2) ..... (3) .....

## FOR OFFICIAL USE ONLY

Witnessed/Approved by ..... Signature &amp; Date.....

Authorizing Manager's signature ..... Date.....

NB: The bank does not undertake to effect after the due date any payment which has not been effected on the due date owing to lack of funds.