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## **BANKING DETAILS**

This form must be completed by all new employees and should be completed by existing employees only where	a
change to your bank details is required.	

Please ensure all characters are legible and BLOCK CAPITALS are used.

Full Name									
Date of Birth									
National Insurance Number									
Mobile									
Email									
Please note, payment of salary can only be made to a UK bank account. It is your responsibility to ensure accuracy of the details entered below.									
Bank/Building Society Name									
Name(s) on Account									
Account Type			Personal		Business				
Sort Code									
Account Number									
Building Society Roll Number									
		=							
Signature						Date			
							-		
Authorisation for payment of services into another person's account.									

Should you not have your own bank account and would like your wage paid into another person's account we need you to sign the declaration below stating you agree your wages can be paid into their account.

I authorise my wage to be paid into the above account.

Signature		Date	
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