



**Director of Financial and
Business Services**
Morag Johnston

Postal Address -
Glasgow City Council
PO Box 36
Glasgow
G1 1JE

Helpline Telephone Number: 0141-287-5050
Monday to Friday 9.00am - 5.00pm

COUNCIL TAX PAYMENT – STANDING ORDER

In order to pay your Council Tax through Standing Order, please complete the mandate below and pass it to your bank. You will need to know your Council Tax Reference number and the amount of each instalment due in order to complete this form

PLEASE DETACH AND TAKE TO YOUR OWN BANK

STANDING ORDER MANDATE

If you wish to pay by Monthly Standing Order please complete this form

Please pay to the Royal Bank of Scotland Plc.
10 Gordon Street, Glasgow, Sort Code 83-44-00
for the account of Glasgow City Council, Account No.00223187
the monthly sums shown below and debit my Account Number
shown on this form accordingly.

Fill in the name and address of your Bank/Building Society, the Sort Code and your Account Number

TO THE MANAGER

Please Quote this Reference Number on all Payments	
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1st Instalment Due on	
Amount due of	£
further instalments of	£

Sort Code No. - -

Due on the 1st of each month

Your Account No. _____

This order is not transferable and can only be used in respect of the premises named on this notice. When submitting an adjustment to an existing Standing Order please ensure that the Bank/Building Society only amend payments for the months shown on the mandate

Sign and date this mandate and send the completed Form to your Bank/Building Society.

Signed: _____

Date: _____

Visit our website to make an online payment, manage your account or check your balance: www.glasgow.gov.uk/ct
You can also apply online for a range of exemptions or discounts

Paying by Direct Debit offers flexible payment dates – apply online at www.glasgow.gov.uk/ct
Glasgow City Council will never telephone you asking for your bank details to refund your Council Tax
Log on to www.glasgow.gov.uk/privacy to find out how we will use your information