



**Kinch Fuel Oils Ltd
Redway
Hornbury Hill
Minety
Nr Malmesbury
Wilts
SN16 9QH
01666 862100**

Thank you for your enquiry about direct debit payments. Please complete the enclosed forms and return to us at the above address.

Invoices may only be added to the direct debit payment scheme if the following terms and conditions are met:

- **Monthly amount is paid in conjunction with the agreed terms.**
- **The minimum monthly payment is paid in full.**
- **Your maximum credit limit is 5 times the monthly payments and the balance on your account cannot exceed this. Any amounts over your credit limit are either paid for at the time of ordering or will be added on to the month followings direct debit payment.**
- **If the credit limit is exceeded, we reserve the right to adjust your monthly payments in line with your account and as such, the credit limit will be increased.**
- **Failure to adhere to the terms will result in the immediate suspension of the account.**
- **If you leave the property the full balance will be payable and taken by direct debit unless otherwise agreed by a member of our accounts team.**

Please fill in and return with the direct debit form (also included)

Name

Account number

Please select one of the two following options:

1. Take payment in full when due	yes	no
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2. Take monthly payments of (minimum £100) £

Take on the following date	5th	15th	25th
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I have read and agree with the Kinch Fuel Oils Ltd terms and conditions regarding this method of payment.

Signed.....

Print Name.....

Date.....

E-mail.....