

**BANK ACCOUNT AND PAYE DETAILS FORM**

**New Employee Bank Account Amendment**

**Please Tick: New**

**Surname Forename**

**Employee No. NI Number**

**Home Address**

**Role at Fatimah Elizabeth Cates**

If you would like to be paid via cash payments please tick the Box

***(Otherwise fill Bank Details in Section C)***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Confirm old details (for amendments only)** | | | | | | | | | |
| Bank or Building Society Name | |  | | | | | | | |
| Sort Code (6) characters | |  |  | - |  |  | - |  |  |
| Account Number (8) characters | |  |  |  |  |  |  |  |  |
| Bank/Building Society Ref |  | | | | | | | | |
| Account Name |  | | | | | | | | |
| **New Bank Details** | | | | | | | | | |
| Bank or Building Society Name | |  | | | | | | | |
| Sort Code (6) characters | |  |  | - |  |  | - |  |  |
| Account Number (8) characters | |  |  |  |  |  |  |  |  |
| Bank/Building Society Ref |  | | | | | | | | |
| Account Name |  | | | | | | | | |

* If this is an account amendment, please do not close the old account until your salary has been credited to your new account.
* **Effective Date of Change…………………………**

*(please note: if this is left blank, change will be applied immediately on receipt*

**Effective Date of Change…………………………**

***Signed…………………………….***

***Date ………………………………***

**(please note: if this is left blank, change will be applied immediately on recei**