**Payment Agreement**

**Home Ownership Service**

If you wish to pay by instalments, return the completed and signed form to the address shown below.

# Please tick the appropriate box for the method of payment chosen:

1. Direct Debit O (a mandate must be completed if this is the first time you are paying by DD)
2. Standing Order O (contact your bank directly to arrange this and advise us of the payment dates)

# Name(s):

# 

**Property Address:**

**Telephone number:**

**Email Address:**

**Client Reference Number:**

**0**

**2**

I/we the leaseholder(s) of the above agree to pay my/our service charges by 10 equal instalments. OWNER OCCUPIERS ONLY.

I/we understand that this agreement may be used by the landlord as evidence that section 81(1) of the Housing Act 1996 has been satisfied.

# Signature(s):

# 

**Date:**

**Please sign and return this form to:** Email to [H**ome.Ownership@royalgreenwich.gov.uk**](mailto:Home.Ownership@royalgreenwich.gov.uk) **Home Ownership Service**

5th Floor, Woolwich Centre 35 Wellington Street Woolwich SE18 6HQ