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BACS FORM

THIS BACS FORM MUST BE SIGNED AND COMPLETED IN FULL. THIS DOCUMENT IS VITAL TO ENSURE THAT PAYMENT IS PAID DIRECTLY INTO YOUR ACCOUNT. THE ORIGINAL SHOULD THEN BE SENT TO CASTLE VIEW PERSONNEL AT THE ADDRESS SHOWN ABOVE AS SOON AS POSSIBLE ALONG WITH A P45 IF NECESSARY. A COPY SHOULD ALSO BE FAXED BACK TO 01463 230 535. ALTERNATIVELY, IT CAN BE EMAILED IN PDF FORMAT TO recruitment@castleviewpersonnel.com

For High Street Banks your details can be obtained from your cheque book. If you bank with a Building Society it is advisable to obtain BACs details from the Building Society to ensure the correct payment details are obtained as many Building Societies need both a reference number and account number. Any errors in completing this form may result in payment being made by cheque, and I understand that should this form arrive after my timesheets are processed that I will be unable to be paid by BACS.

Bank/Building Society Sort Code _____

Bank Account Number _____

Full Bank/Building Society Name _____

Branch Name _____

Building Society Ref. Roll Number _____

Your exact name used on the Account _____

Type of Account (current, savings) _____

Full Bank/Building Society Address _____

Post Code _____

I hereby confirm that all future payments made to me from Castle View Personnel Ltd should be sent direct to the above account. I will notify Castle View Personnel Ltd immediately if any of the above details should change.

I shall not hold Castle View Personnel Ltd liable for payments received late or not at all as a result of me providing incorrect information.

Signed _____ Date _____ / _____ / _____

Full Name _____ Date of Birth _____ / _____ / _____

Address _____
