



STO. NO: \_\_\_\_\_

## KINGDOM SACCO SOCIETY LIMITED

### NEW STANDING ORDER INSTRUCTIONS

(Please complete this form in BLOCK CAPITALS and in DUPLICATE)

Please set up the following Standing Order and debit my/our account accordingly

#### 1 Member Details and Account to Debit:

1.1 Member No: \_\_\_\_\_ 1.2 ID/PP/Reg. No: \_\_\_\_\_  
1.3 Account No: \_\_\_\_\_ 1.4 Account Name: \_\_\_\_\_

#### 2 Details of Account(s) to Credit:

2.1 Account No:	2.2 Account Name:	2.3 Amount	2.4 Narration

#### 3 Standing Order Details:

3.1 How often are the payments? (Tick one)  Daily  Fortnightly  Quarterly  
 Weekly  Monthly  Half Yearly

3.2 Execute Standing Order Every: \_\_\_\_\_ Beginning From Date: \_\_\_\_\_

3.3 If there no sufficient funds:  Don't Execute  Execute When Funds are Available

3.4 Details of Final Payment of Standing Order (Choose one option):

Execute Until (Date): \_\_\_\_\_  Until Further Notice (Cancelled in Writing)

#### 4 Signing by Authorized Account Signatories:

Name:	ID Number	Signature:	Date

#### 5 Official Section:

5.1 Received By: \_\_\_\_\_ 5.2 Date: \_\_\_\_\_

5.3 Verified By: \_\_\_\_\_ 5.4 Date: \_\_\_\_\_

#### 6 Terms & Conditions:

6.1 Please note that the standing order will be deleted if unpaid for three consecutive periods.