

# Payroll Deduction Form

## SECTION 1: FOR YOUR EMPLOYER / PAYROLL DEPARTMENT

# LONDON COMMUNITY CREDIT UNION

## Payroll Deduction Mandate

Member  
Name:

Member  
Number:

Payroll  
Number:

Employer:

I am a member of London Community Credit Union, (LCCU). I authorise you to make the following regular deductions from my salary, payable to LCCU.

£ :

Start  
Date: / /

This payroll deduction mandate cancels any previous authorisation I have signed and is not to be changed unless by written permission. I understand these deductions will end automatically on the termination of my employment contract.

Member  
Signature:

Date: / /

Employer  
Signature:

Date: / /

### EMPLOYER / PAYROLL: RETAIN THIS PORTION FOR YOUR RECORDS

By accepting this mandate you agree to make regular payments to LCCU as requested above until advised otherwise in writing.

**SORT CODE: 08-92-50 | ACC NO: 67008281**

**Please send remittance advice 2 days prior to payment to:**

**[payroll@londoncu.co.uk](mailto:payroll@londoncu.co.uk)**

**London Community  
Credit Union**

020 7729 9218  
[info@londoncu.co.uk](mailto:info@londoncu.co.uk)  
[londoncu.com](http://londoncu.com)

## SECTION 2: FOR LONDON COMMUNITY CREDIT UNION

### LONDON COMMUNITY CREDIT UNION Payroll Deduction Mandate

Member  
Name:

Member  
Number:

Payroll  
Number:

Employer:

I have authorised my employer to make the following regular deductions from my salary, payable to LCCU, for allocation to my account as detailed overleaf.

£                    :

Start  
Date:        /        /

This payroll deduction mandate cancels any previous authorisation I have signed and is not to be changed unless by written permission. I understand these deductions will end automatically on the termination of my employment contract.

Member  
Signature:

Date:        /        /

#### PAYROLL ADMINISTRATOR CONTACT DETAILS:

Name:

Job  
Title:

Email:

Phone:

Employer  
Signature:

Date:        /        /

## SECTION 3: FOR LONDON COMMUNITY CREDIT UNION

Member  
Name:

Member  
Number:

Start  
Date: / /

### Payroll deductions to be credited as follows

Please write the sum in £ to indicate how much of your payroll deduction you would like allocated to each account

ACCOUNT	Primary member account	Secondary member account
Saver Plus	£	£
Holiday Saver	£	£
Christmas/Eid Saver	£	£
Event Saver	£	£
Jam Jar	£	£
Loan Repayment	£	£
Other	£	£
		Member No:
Total Deductions	£	£

Where deductions are allocated to loan repayment, and we receive no amendment instructions from you, on full repayment of the loan, excess funds will be automatically credited to your Saver Plus account.

#### FOR OFFICE USE ONLY:

Date updated: ..... / ..... / ..... Update by: .....

Branch: **BG** **CS** **MS** **NH** **RR**

**TO BE RETURNED TO: LCCU, 34 BROADWAY, LONDON, E15 4LU**

**London Community  
Credit Union**

020 7729 9218  
info@londoncu.co.uk  
londoncu.com