**TO** People Participation Team

East London NHS Foundation Trust

9 Alie Street

London

E1 8DE

[ elft.suc-payments@nhs.net ]

 **FROM** Name:

 Address:

 Post Code:

 Email address/phone:

 Date:

Dear Sir/Madam,

**Volunteer Payments**

I would be grateful if all future payment can be made directly to my bank account as per the following details:

Account Number:

Sort Code:

Account Name\* :

\*(Your name as it appears on your Bankcard or Chequebook)

**I UNDERSTAND THAT IT’S MY SOLE RESPONSIBILITY TO INFORM THE BENEFIT AGENCY OF ANY MONEY I RECEIVE FROM THE TRUST.**

Please do not hesitate to contact me for any further details.

Kind regards

Print Name:

National Insurance Number

(This is required as a result statutory accounting regulations)

Internal use only

Budget code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name on Budget: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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