



RENT DIRECT - LANDLORD REGISTRATION FORM & PRIORITY PAYMENTS ACCOUNT

6TOWNS PRIORITY PAYMENTS ACCOUNT, is where we appropriate tenant's Local Housing Allowance for the sole purpose of paying their rent direct to you is only available to landlords registered with 6TOWNS CREDIT UNION.

Please complete all the details below to enable us to register you and set up the facility.

Your Details

Your name

Company name

Contact Details

Contact name

Address

Post code

Email address

Phone numbers
Work

Home

Mobile

PREFERENCES

Payment of tenants rent preference. *Please tell us where you would like your funds paid*

My 6TOWNS account BACS direct to my bank

Email address for Schedule/remittance

Bank Details for BACS payments

Bank account name

Sort code

Account number

Bank account transfers may take up to three working days.
Please read this section carefully and sign below.

Please register me as a Landlord who will be receiving payments of Local Housing Allowance direct from my tenant(s).



DECLARATION

- a) I understand that a fee of £5.00 per transaction is payable for this service, and agree to you deducting fees from the amount(s) that you pay to me.
- b) BACS payments to landlords are disbursed on or around the last working day of the month.
- c) 6Towns is authorised by the tenant to pay the nominated Landlord/Letting Agent/Housing Provider. The tenant may revoke this authority at any time. 6Towns accepts no liability for resulting in financial loss or otherwise conducted by the same.
- d) I agree that you may use the information on this form and any other information I provide for the purposes of operating the direct payment facility, and that you may hold this information electronically and in other formats. I understand that 6Towns Credit Union operates under the terms of the The General Data Protection Regulation (GDPR), and that all information held by them is held confidentially and will only be released to third parties where 6Towns Credit Union is legally obliged to do so. I understand that I have the right to access data held by 6Towns Credit Union about me on payment of a fee.
- e) Where any payments are made to me in error I agree that I will return these to 6Towns Credit Union promptly.
- f) I will update 6Towns Credit Union with any changes to my contact details, bank details or other preferences.
- g) I understand I will only receive funds if the tenant has sufficient funds.
- h) I agree 6Towns Credit Union cannot open my account unless I provide proof of my ID and business.
Proof typically includes photo drivers licence, Passport, Bank Statements, correspondence from HA etc.
- i) I understand that 6Towns Credit Union will use its best endeavours to ensure that all payments due to me are made in a timely manner and for the correct amounts, but that 6Towns Credit Union cannot be held responsible for non-receipt of payments due to events outside of its control, for example:
 - j) The failure of any machine, data processing system or transmission link
 - k) Any period of essential maintenance, critical change, repair, alteration to or failure of computer systems
 - l) Any industrial dispute
 - m) Anything outside our reasonable control or that of our agents or sub-contractors.

Signed

Date

Return completed form to 6Towns Credit Union, Oldbury Municipal Buildings, Freeth Street, Oldbury, West Midlands. B69 2AB

* OFFICE USE ONLY *	
<input type="checkbox"/> Landlord ID obtained/Verified:	<input type="checkbox"/> q.c.
CURTAINS Processing by:	Signature:
Signature:	Date:
Date:	Membership Number: