



The Manager,  
DBK Limited.

Date: \_\_\_\_\_

Branch Name: \_\_\_\_\_

Dear Sir/Madam,

Receive these instructions to debit my account:

Account Name: \_\_\_\_\_ Account No.: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_ Town/City: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**STANDING ORDER DETAILS**

New ☐ Amend ☐ Cancel ☐

On \_\_\_\_\_ and \_\_\_\_\_ day of every\* Month ☐ Quarter ☐ Half Year ☐ Yearly ☐  
thereafter please pay the sum of Kes. \_\_\_\_\_ (Amount in words) \_\_\_\_\_

Date of Final Payment: \_\_\_\_\_

**BENEFICIARY'S DETAILS:**

Beneficiary's bank:	Name: _____ Branch: _____ Physical/Postal Address: _____ postal Code: _____ Town/City: _____
Beneficiary:	Name: _____ Account Number: _____ Physical/Postal Address: _____ postal Code: _____ Town/City: _____
Payment Details/Refence:	

I/We fully understand that you reserve the right to cease or suspend such payments at any time in your discretion, if you have any reasons whatsoever to fear that you may eventually suffer some financial loss by continuation thereof.

N/B.- The Bank does not undertake to effect, after the due date, any payment which has not been effected on the due date owing to lack of funds in the account. All charges are for my/our account.

Authorised Signature(s) as per Bank mandates:

Name	Signature	Date
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

**FOR OFFICIAL USE ONLY**

Customer Number: \_\_\_\_\_

Verified by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_