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## **Payment of Wages by Bank Automatic Clearing Services**

We pay wages by BACS as this guarantees your wages will be in your bank account on Friday of that week (subject to receiving your time sheet by Monday 9am). To implement this system we require the following details :-

**Your Name:-** .....

**Name of Bank/Building Society :-** .....

**Address:-** .....

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**Sort Code:-**

**Account Number:-**

**Name on Account:-**

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**E-mail Address to send payslips to:-**

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**Workforce Office Use:**

Pay ref .....

Employees Name .....