



## Payment Notification Form

Once you have arranged a payment please forward this completed form together with a *copy of your bank receipt* to our Head Office by either e-mail to [transfers@hbc.co.uk](mailto:transfers@hbc.co.uk) or by fax to **+44 (0)1268 514834**.

### Buyer Details

Buyer Name	
Customer Number (eg AB12 - can be found on winning bidder email)	
Contact Telephone No. (including dialling code)	
Contact email Address	

### Transfer Details

Originating Bank	
Originating Bank Account Name	
Originating Bank Sort Code	
Payment Method (e.g. International Transfer, BACS, Cash Paid at NatWest Branch)	
Total Payment in GBP	£

### Allocation of Total Payment

HBC Reference	Amount GBP (£)	HBC Reference	Amount GBP (£)

### Notes

1. Payments will only be allocated once funds are deemed cleared in our bank account and we have received a completed notification form for each separate payment.
2. Funds paid in at a Natwest Bank branch cannot be allocated until the next working day.
3. The bank details of HBC Vehicle Services are:

**Bank:** National Westminster, Canvey Island Branch  
**Address:** 64 High Street, Canvey Island, Essex SS8 7SG  
**Account Name:** HBC Vehicle Services CI Ltd No 1 a/c  
**Sort Code:** 60-04-46  
**Account No:** 16692160  
**Swift Code:** NWBKG2L  
**IBAN No:** GB12NWBK60044616692160