

# Guidance Notes for On-Line Standing Order

## Bailieborough School of Music

Bank customers may set up their own Standing Orders electronically via their own personal account.

The following details apply to Bailieborough School of Music Lotto account

Beneficiary/Receiver Name	Bailieborough Youth Band & School of Music
BIC	BOFIIE2D
IBAN	IE13BOFI 90321832868218
Beneficiary/Receiver Message	Please insert your own name as a reference (This is essential and is used to identify the Payee)
Payment Date	Payments due on 21 <sup>st</sup> of the month (Please enter 21 <sup>st</sup> of the month as payment date)
Payment Frequency	Payments are Quarterly (i.e. every 3 months)
Payment Amount	Amount as per Lotto Application Form

Please remember that you must also return the Lotto Application Form with your chosen numbers so that you can be included in the Draw.

Subscribers will be entered into their first Draw on the first Draw date after the 21<sup>st</sup> of the month in which payment was received.

Please notify the School of Music if payment is cancelled or amended.

If you need any further information, contact Bailieborough School of Music,  
Administrator, Ann Farrell, Leiter, Bailieborough, Co Cavan

Phone: 0877858509      Email, bboro.som@gmail.com