



CITY OF
Lincoln
COUNCIL

SALARY CREDIT DETAILS

PLEASE COMPLETE THIS FORM IN BLACK INK AND USE BLOCK CAPITALS

PERSONAL DETAILS

SURNAME	
FIRST NAME	
DEPARTMENT	CX
POST TITLE	COUNCILLOR
DATE OF APPOINTMENT	
NATIONAL INSURANCE NO	
DATE OF BIRTH	
ADDRESS	

BANK DETAILS

BANK SORT CODE	
BANK NAME	
BANK BRANCH NAME	
BANK ADDRESS	
ACCOUNT NAME	
ACCOUNT NO	

SIGNATURE.....

DATE.....

PLEASE TURN OVER AND COMPLETE THE OTHER SIDE OF THIS FORM.

PAYSLIP DELIVERY DETAILS

The City of Lincoln can deliver your payslips by email if you wish. Your payslip will be sent as a PDF attachment to the email address that you specify below. Please be aware that once the email leaves the City of Lincoln Council it cannot be tracked or traced so it is most important that you update the Payroll office if your email address changes.

Please remember who else may have access to your email, if you share an email address you may wish to set up a new mailbox to receive your payslip.

I would like my payslip sent to the following email address:
I certify that this is my correct address and that I am responsible for notifying the City of Lincoln Council payroll department if I change this.
SIGNED

FULL NAME (PLEASE PRINT)

DATE.....