

STANDING ORDER MANDATE

City&Guilds
of London
Art School

Please complete and return this form to:

Development Manager

City & Guilds of London Art School

124 Kennington Park Road, London SE11 4DJ

Phone: 020 7091 1689; Fax: 020 7582 5361; Email: development@cityandguildsartschool.ac.uk

With this standing order I wish to make regular donations to the City & Guilds of London Art School

YOUR BANK DETAILS

To: The Manager Bank name _____

Bank Address _____

Post Code _____

Please tick relevant box below:

This is an instruction to create a new or additional standing order, or

This is an instruction that amends an existing standing order

Please debit my account titled _____

Bank sort code _|_|_|_|_|_| Account number: _|_|_|_|_|_|_|_|_|_|

Amount of payment £ _____ (in words) _____

Ref: _____

First payment date: __/__/__ (please insert start date, leaving at least one month from today's date)

and on the same day in each succeeding month quarter year until further notice

Signed _____ Date _____

Full name (Please print) _____

IF YOU ARE A UK TAX PAYER, PLEASE FILL IN THE GIFT AID FORM OVERLEAF

FOR BANK USE ONLY

Please credit:

Account Name: City & Guilds of London Art School

Bank name and address: Barclays Bank, Barclays Business Centre, Southwark Branch,
29 Borough High Street, London SE1 1LY

Sort Code: 20-80-57 **Account Number:** 90244279

IBAN: GB72 BARC 2080 5790 2442 79 **SWIFT:** BARCGB22

GIFT AID DECLARATION

Boost your donation by 25p of Gift Aid for every £1 you donate Gift Aid is reclaimed by the charity from the tax you pay for the current tax year.

Your address is needed to identify you as a current UK taxpayer. In order to Gift Aid your donation you must tick the box below. If you would like Gift Aid to also apply to future and past donations, please also tick the second box:

- I want to Gift Aid my donation of £_____ to:
- and any donations I make in the future or have made in the past 4 years to:

Name of Charity: City & Guilds of London Art School

Declaration:

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

My Details:

Title _____ First name or initial(s) _____

Surname _____

Full Home address _____

_____ Postcode _____

Date _____ Signature _____

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Please notify the charity if you:

- want to cancel this declaration
- change your name or home address
- no longer pay sufficient tax on your income and/or capital gains. If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code

Data Protection: City & Guilds of London Art School is committed to protecting your privacy. Personal data in this form will be held securely. It will not be passed on to any third parties.