



PLEASE RETURN TO THE FINANCE OFFICE

Standing order mandate for regular gifts

Instructions to your bank/building society to pay by standing order

Your account name: _____

Sort code: _____ Account number: _____

To the Manager of (your bank): _____

Address of your bank: _____

Post code: _____

Please pay Bishop's Hatfield Girls' School the sum of £ _____

Frequency of payment: Monthly / Quarterly / Annually (please select) Date of first payment: _____

Please continue payments until further notice OR Date of last payment: _____ (please select)

Your name: _____ Signature: _____

Pupil's name: _____ Year group: _____ Date: _____

Beneficiary details (bank use only)

Bank: Lloyds TSB, Hitchin Branch, 1 Bancroft, Hitchin, Herts, SG5 1JG

Sort code: 30-94-30 Account number: 28405468 Account name: Bishop's Hatfield Girls' School General Account

Reference: _____ (school to complete)

Single gift

I would like to make a single gift of (select one): £15 £25 £50 Other amount £ _____

Cheque enclosed (payable to Bishop's Hatfield Girls' School) OR I have paid by Wisepay (please select)

Gift Aid declaration

I confirm that I am a UK Taxpayer. I have read this statement and want Bishop's Hatfield Girls' School to reclaim tax on the donation detailed above. I understand that I must pay an amount of Income or Capital Gains Tax in the tax year at least equal to the amount of tax that all the charities I donate to will reclaim on my gifts in that tax year. I understand that other taxes such as Council Tax and VAT do not qualify. I understand that Bishop's Hatfield will reclaim 25p on every £1 I donate.

Surname: _____ Forename: _____

Address: _____

Post code: _____

I want Bishop's Hatfield Girls' School to treat all donations I make, from the date of this declaration until I notify you otherwise, as Gift Aid donations.

Signature: _____ Date: _____