**STANDING ORDER MANDATE**

**To the Manager:**

**Name of Bank/Building Society:**

**Address:**

 Postcode:

**Please pay:** Lloyds Bank plc, Blackheath London Branch

**For the credit of:** Churches in Croxley Green CIO

**Sort Code:** 30-90-89

**Account Number:** 37873460

**The sum of** (in words) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Pounds (£ )

On the\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (day), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (year)

And thereafter every \*month/quarter/year until further notice and debit my account accordingly.

*\* Please delete as applicable*

**Name of account to be debited:**

**Account Number:**

**Sort Code:**

**GENERAL DATA PROTECTION REGULATIONS (GDPR)**

To comply with new EU Data Protection Regulations we must obtain consent from supporters in order for us to be able to hold and use some of your data. We hold addresses, donor bank details, financial records all of which are needed by the Charity to comply with Trustees and Charity Commission reporting requirements and for claiming Gift Aid from HMRC. Records are held on computer with password protection. We hold secure paper records of donor Gift Aid forms.

We use email addresses to keep people informed of Charity activities and for mailing purposes. We keep a record of consents.

I agree to my details being held and used in this manner and know that I can have them deleted if I request this.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Your name:**

**Address:**

**Postcode:**

This standing order mandate supersedes any previous mandates to Churches in Croxley Green CIO.

Please return this form to the address below.

**Gift Aid Declaration**

**Boost your donation by 25p of Gift Aid for every £1 you donate**

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| Gift Aid is reclaimed by Churches in Croxley Green CIO from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer. |

**Please complete all parts with black or blue pen and using BLOCK CAPITALS:**

Title: \_\_\_\_\_ First name or initial(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full home address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode: \_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **In order to Gift Aid your donation you must tick the box below:** 🗆 I want to Gift Aid my donation of £\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and any donations I make in the future or have made in the past 4 years to Churches in Croxley Green CIO.Taxpayer’s full name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*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.*  |

**Please notify Churches in Croxley Green CIO 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.

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| Please return this form to Churches in Croxley Green CIO at the address below. If you have any questions regarding Gift Aid or your situation changes, please contact Churches in Croxley Green CIO at the address below.  |

***Thank you for your support***

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| Office use only: |  |  |