

# STANDING ORDER FORM

# GIFT AID DECLARATION FORM

## Instructions to your bank or building society

Please note that it takes up to five days to set up a standing order



### 1. Details of the account where the payments will come from

Account name	Account number
<input type="text"/>	<input type="text"/>
<input type="text"/>	Sort code <input type="text"/>

### 2. Details of the account where the payments will be sent

Account name	Name of bank / building society
<input type="text"/>	<input type="text"/>
<input type="text"/>	Branch
<input type="text"/>	<input type="text"/>
Reference (for office use)	Account number
<input type="text"/>	<input type="text"/>
	Sort code
	<input type="text"/>

### 3. Payment details

Regular amount (in figures)	Frequency
<input type="text"/>	Choose one option, marking box with X
£	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly
Date of first payment <input type="text"/>	<input type="checkbox"/> 6 monthly <input type="checkbox"/> Annually
And on the same date on each succeeding month / quarter / 6 months / year until further notice.	

### 4. Signature/s

Signature
<input type="text"/>
Signature (if joint account)
<input type="text"/>
Date <input type="text"/>

If you are a taxpayer, please don't forget to complete the Gift Aid declaration, enabling the church to recover an additional 25p for every £1 you donate.

Please return this form to: Mr Don Barrett, St James's Church,  
46 St James's Road, Hampton Hill, Middlesex TW12 1DQ

## Gift Aid Declaration with St James's Church

Please complete if using standing order or weekly envelopes



### 1. Your details

Title	First name	Middle name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Home address			
<input type="text"/>			Postcode
<input type="text"/>			<input type="text"/>

### 2. The declaration

*giftaid it* Please treat as Gift Aid donations all qualifying gifts of money made today, in the past four years and in the future.

I confirm that I have paid or will pay an amount of Income Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes, such as VAT and Council Tax do not qualify. I understand that St James's Church will reclaim 25p of tax on every £1 that I give them.

### 3. Signature

Signature
<input type="text"/>
Date <input type="text"/>

Please notify St James's Church if you wish to cancel this declaration, change your name or home address or no longer pay sufficient tax on your income and / or capital gains.

### 4. If you do not qualify for Gift Aid

If you are not a taxpayer, or do not pay sufficient tax, please tick the box below and we can update our records.

I do **not** qualify for Gift Aid

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