



# Donation and Standing Order Form

Please fill in your details below, return it to us and we will send it to your bank.

Dear Bank Manager,

Name of Bank ..... Bank Plc

Branch Address .....

**Please Pay:**

Account Name: **Vinjeru School Trust**  
Bank **HSBC Bank**  
Branch **Danestrete, Stevenage, Herts**  
Account No. **02105004**  
Sort Code **40-43-36**

The sum of £50  £25  £10  £5  Other £.....

Commencing on ...../...../..... until ...../...../..... and thereafter every .....  
until further notice is received

**OR**

The sum of £..... as a one off gift.

**Account to be debited**

Name of account holder(s).....

Account No:.....

Sort Code:.....

Name (in block capitals):.....

Signed .....

Date ...../...../.....



## Gift Aid Declaration

If you are a UK tax payer, please fill in this form and return it to us so that we can claim tax back from the government.

First Name: ..... Surname: .....

Address: .....

Tel: ..... Email: .....

**I want Vinjeru School Trust to treat as Gift Aid donations** (please circle one)

- all eligible donations I have made since February 2010, and all eligible donations I make from the date of this declaration until further notice
- all eligible donations I have made since ...../...../....., and all eligible donations I make from the date of this declaration until further notice
- the donation of £..... I made on ...../...../.....

**I understand that:**

- I can cancel this declaration at any time
- I am a UK tax payer. I pay an amount of tax each tax year (either income and/or capital gains tax) equal to the amount that Vinjeru School Trust reclaims on my donations (currently 25p in every £1 given)
- I should inform Vinjeru School Trust if my contact details change or I cease to pay sufficient income and/or capital gains tax
- this information is to be used solely by Vinjeru School Trust and will be used for internal accounting and the supply of information to myself.

**Signed** .....

**Date** ...../...../.....