

BANKERS STANDING ORDER/GIFT AID DECLARATION

Name of Charity **ESSEX COMMUNITY FOUNDATION**
Registration Charity No: **1052061**



Details of donor

Title Forename(s) Surname

Address

.....

..... Post Code

121 New London Road,
Chelmsford, Essex CM2 0QT
T.01245 355947
F.01245 346391
general@essexcf.org.uk
www.essexcommunityfoundation.org.uk

Gift Aid

I want the charity to treat

*the enclosed donation of £.

*the donation of £. I made on / /

*all donations I make from the date of this declaration until further notice

as Gift Aid donations

**delete as appropriate*

Bankers Order

To
(name of your bank in capitals please)

of
(full address of your bank in capitals please)

..... Post Code

Branch Sort Code Account No

Account Name

I request you to pay the sum of: £.....

Amount in words.....

Per Month / Quarter/ Year (Delete as Appropriate)

Until..... or Until Further Notice

To NatWest Bank PLC, 6 High Street, Chelmsford, Essex. CM1 1BL for the credit of ESSEX COMMUNITY FOUNDATION (Charity No 1052061) Sort Code 60-05-13 A/C No. 89318463.

commencing on

Signed

Date / /

Please see over for Notes:

Notes

1. You can cancel this declaration at any time by notifying the charity.
2. You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations in the tax year (currently 25p for each £1 you give).
3. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the charity reclaims, you can cancel your declaration (see note1).
4. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
5. If you are unsure whether your donations qualify for Gift Aid tax relief, please ask us.
6. Or ask your local tax office for leaflet IR113 *Gift Aid*.
7. Please notify us if you change your name and address.
8. Essex Community Foundation takes your privacy very seriously. If you do not wish to receive any future contact from the Foundation by letter, e-mail or telephone please tick this box

For Further Information ; Contact Catherine Burton, Finance Officer
Tel: 01245 355947: e-mail: general@essexcf.org.uk

Please return the form to : **Essex Community Foundation**
121 New London Road
Chelmsford
CM2 0QT