

Standing Order Form

To the manager of

Address

.....

Please pay from the account no

in the name of

the sum of (in words)

.....

£ (in figures)

every month / quarter / year, commencing

into Barclays Bank PLC, 74/75 East Street, Chichester
Sort Code 20-20-62 for Chichester Baptist Church
Account no. 40245232

Signature:

Date:

This form asks your bank to send your gift by standing order - you can use weekly envelopes if you prefer.

Please complete this form and give it to Mrs. Hev Cheesman, the Church Accountant; or place it in an envelope in the Church Post Box addressed to Accountant; or send it to Accountant, address below.

Revised: 19 July 2017



The Church Office
Chichester Baptist Church
Sherborne Road, Chichester,
West Sussex. PO19 3AW

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Gift Aid Declaration

Name of Charity: **Chichester Baptist Church**

Please treat as Gift Aid donations all qualifying gifts of money made

today in the past 4 years in the future

Please tick all boxes you wish to apply.
(If no box is ticked we will assume all apply)

I am a U.K. tax payer 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.

I understand that all charities and CASCs that I donate to will reclaim 25p of tax on every £1 that I give.

Details of Donor

Title Forename[s]

Surname

Address

.....

.....

..... Post Code

Date / / Signature

Please notify us if you: want to cancel this declaration; change your name or address; no longer pay sufficient tax on your income and/or capital gains.

Please read important notes overleaf



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- 1 If the declaration covers future donations you are able to cancel the declaration at any time by notifying the Church. It will not apply to donations made after the date of cancellation or such later date as you specify.
- 2 Please notify any change of name or address while the declaration is in force.
- 3 You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the church reclaims on your donations in the tax year [currently 25p for each £1 you give]
- 4 If your future circumstances change and you no longer pay tax on your income and/or capital gains equal to the tax that the church reclaims, you can cancel your declaration.
- 5 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 HMRC to adjust your tax code.
- 6 Because of the need to identify your gift[s], donations must be by way of :
 - a] cash or cheque, using either personally numbered church offering envelopes, or accompanied by a note clearly showing your name and the amount and date of your gift; or
 - b] by banker's standing order.

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