

Please see notes overleaf to help you complete these forms

Please complete and sign both parts, and send (unseparated) to:
Pat Livesey, 4 Rochester Avenue, Woodley, Reading, RG5 4NA
(Only the Gift Aid Co-ordinator and Treasurer will see this form)

BANKER'S ORDER

To the Manager Bank / Building Society

Address

Sort Code-- Account Number

Please pay to: **Sonning PCC**
Bank Details: **CAF Bank Ltd**, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Sort Code: **40-52-40**
Account No.: **00011793**

the sum of £..... ■..... (words:)

quoting reference GA / / (Church will complete)

on (start date) and on the same day in each following month / quarter / year *

until further notice **or** up to and including (final date) * (*delete as necessary)

Signed Account Name(s).....

Address

..... Date

This replaces any existing standing order in favour of Sonning PCC or St Andrew's PCC, Sonning

SO Gift Aid Form 2.0 05/10

Sonning PCC - Parish Church of St Andrew's Sonning with St Patrick's Charvil

GIFT AID DECLARATION

I
(name in block capitals)

of
(address including postcode)

wish all donations that I have made since 6 April 2000 and all donations I shall make from now on to the Parochial Church Council (PCC) of Sonning (St Andrew's Sonning with St Patrick's Charvil), to be treated as Gift Aid donations, to enable tax to be reclaimed on these from the Inland Revenue, until I notify the Church otherwise.

I have paid or will pay income tax or capital gains tax at least equal to the amount of tax that the Church will reclaim on my donation(s) in the tax year concerned (see note 1 below). If this ceases to be applicable, I will notify the Church.

Signed Date

Notes

1. For each tax year, you will need to have paid tax equivalent to the basic rate of income tax for every £1 you give. Please consult Inland Revenue publication IR113 "Gift Aid - a Guide for Donors and Charities" if further guidance is needed.
2. This Gift Aid declaration may be cancelled at any time, but only in respect of donations yet to be made. If this declaration is cancelled, a new declaration may be made in the future.

Thank you for enabling St Andrew's with St Patrick's to gain valuable tax relief on your gift.

SO Gift Aid Form 2.0 05/10

For the Gift Aid form and Donation under Gift Aid to be valid, please note the following guidelines.

- The Gift Aid form should be only be completed and signed by one individual.
- Please see note on the front about the need to pay tax, and about cancelling this form.
- If more than one person wishes to give, each individual must sign a separate form.
- The Standing Order form should be completed so that the money is paid from
 - Either a Joint Account, which includes the name of the person who signed the Gift Aid form
 - Or from an Individual Account in the name of the person who signs the Gift Aid form.
- If the money is paid from a Joint Account, please arrange for the Standing Order to be signed by the person who signs the Gift Aid form.
- If you need more copies of these forms, please ask, or photocopy this one or collect from Church.
- It doesn't matter if you complete this form more than once. If you are not sure whether we hold a valid form, please complete this one.