

Standing Order Mandate
For The Friends of St Leonard's Sandridge
 Please complete and send to
The Treasurer, The Friends of St Leonard's Sandridge
The Greens, Sandridgebury Lane, Sandridge, St Albans, AL3 6JF

Your Name.....

Your Address.....

Post Code..... Email.....

XX

Name of Your Bank.....

Branch Address.....

Post Code.....

Account Name.....

Bank Sort Code-- (From your cheque book and/or statement)

Account Number (From your cheque book and/or statement)

I instruct the above bank to set up a standing order to the account of
 The Friends of St Leonard's Sandridge at

Barclays Bank, PO Box 104, St Peters Street, St Albans AL1 3AN
 Sort Code **20-74-12** Account Number **53213412**

Please pay the amount of £..... (Please insert amount)

Per **month/quarter/year** (Please delete two)

Starting on/...../..... (Please insert date)

And then on the same date each **month/quarter/year** (Please delete two)

Until Further Notice

Quoting Reference..... (To be completed by

Friends of St Leonard's Sandridge)

Signature.....

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

"One Off" Donation
To The Friends of St Leonard's Sandridge

Please find enclosed a cheque for £..... in favour of the above
 charity as a donation

OR

I have paid £..... directly into the charity's bank account as a
 donation

Name.....

Address.....

Post Code..... **Email**.....

Signature.....

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

Gift Aid Declaration to The Friends of St Leonard's Sandridge

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

I confirm I have paid or will pay an amount of Income Tax and/or Capital
 Gains Tax for each tax year (06 April to 05 April) that is at least equal to
 the amount of tax that all the charities or Communities Amateur Sports
 Clubs (CASCs) to which I donate 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 the charity will reclaim 25p of tax on every £1.00 that I give.

Donor's Details

Title..... First Name or Initials.....

Surname.....

Full Home Address.....

Post Code..... Date.....

Signature.....

*Please notify The Friends of St Leonard's Sandridge if you wish to cancel this declaration: if
 you change your name and/or your home address; if you no longer pay sufficient tax on
 your income and/or Capital Gains. 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 HM Revenue and Customs to adjust
 your tax code*