



ST ANDREW'S COLLEGE



ST ANDREW'S PREPARATORY

## DONATION FORM (United Kingdom version)

### PERSONAL DETAILS:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CODE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

TELEPHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ MOBILE: \_\_\_\_\_

If you are an Old Andrean, please complete the following: HOUSE: \_\_\_\_\_ YEAR: \_\_\_\_\_

**MY COMMITMENT:** I will make a donation which totals: £ \_\_\_\_\_

### CONTRIBUTION CHOICES:

Please allocate my contribution towards: *(please tick)*

- Academic Excellence Project
- Endowment Fund
- Bursaries & Scholarships
- Other. Please specify \_\_\_\_\_

### PAYMENT OPTIONS:

**Option A:** I will make my donation **over a 5 year period** *(please tick)*

- By Standing Order. I have completed the appropriate Standing Order below.
- By annual cheque payable to **GRAHAMSTOWN UNITED SCHOOLS TRUST** to be sent to the Treasurer – see *address on next page*.
- By annual electronic payment directly to GUST's bank account – see *details below*.

**Option B:** I will make a **monthly/annual** *(please specify)* **electronic payment** for the amount of £ \_\_\_\_\_ into the **GRAHAMSTOWN UNITED SCHOOLS TRUST** account at:

- Barclays Bank plc  
Whetstone Branch  
Sort Code: 209561  
Account number: 00725919  
**GRAHAMSTOWN UNITED SCHOOLS TRUST**  
**Registered Charity No. 1122508**  
Reference: **Academic Excellence**

Please send an email confirming your payment to Brian Wakeham ([bvw20nlr@aol.com](mailto:bvw20nlr@aol.com)) or alternatively, if you are not on email, please mail a copy of your instruction to the address at the bottom of this form.

**Option C:** I will make a **once-off** donation as follows *(please tick)*:

- By GBP cheque drawn on a UK Clearing Bank, payable to Grahamstown United Schools Trust and sent with this form to the Treasurer at the address below.
- By electronic bank payment to Grahamstown United Schools Trust a/c at Barclays Bank plc. *(Bank details above.)*

**OTHER OPTIONS:**

- I would like to speak to the Headmaster about making a bequest.
- I would like to speak to the Headmaster about possible naming rights for a significant donation.
- I would prefer that my contribution remain anonymous.
- I would like further information about making my donation in ZAR, USD or other currency.
- I am a UK taxpayer and wish to Gift Aid my donation. I have completed the Gift Aid form below and enclose it with this form.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Please return this completed form to:*

Mr Brian Wakeham (Treasurer), Grahamstown United Schools Trust, 20 Naylor Road, Whetstone, London N20 0HN

[bvw20nir@aol.com](mailto:bvw20nir@aol.com)

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## GIFT AID DECLARATION

**GRAHAMSTOWN UNITED SCHOOLS TRUST Charity No. 1122508**

### Donor Details

Title..... (Mr, Reverend, Miss, Mrs, Ms)

Forename.....

Surname..... e-mail address .....

Address..... (for quarterly newsletter)

.....

.....

Post Code.....

Please treat as Gift Aid donations all qualifying gifts of money made from the date of this declaration and in the past four years. I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities (including churches) and Community Amateur Sports Clubs that I donate to 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 that I give.

**Signature**.....

**Date of Signing**.....

### Gift Aid Notes

1. As your declaration covers donations that you may make in the future:
  - Please notify us if you change your name or address while the declaration is still in force
  - You can cancel the declaration at any time by notifying us – it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
2. For this Declaration to be valid you must pay an amount of income tax and/or capital gains tax at least equal to the tax that we reclaim on your donations in the tax year (currently 25p for each pound you give).
3. If in the future your circumstances change and you no longer pay sufficient tax you must cancel your declaration (see note 1 above).
4. If you pay tax at the higher rate you yourself can also claim tax relief in your Self Assessment tax return.

For further information ask Brian Wakeham or your local tax office where leaflet IR113 Gift Aid may assist.

**GRAHAMSTOWN UNITED SCHOOLS TRUST  
REGISTERED CHARITY NO 1122508**

**STANDING ORDER**

**TO BANK NAME:** \_\_\_\_\_

**BRANCH:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please debit my Account No. \_\_\_\_\_, and pay £ \_\_\_\_\_  
Commencing on \_\_\_\_\_ and thereafter at  
*Monthly/Quarterly/Semi-Annual/Annual\** intervals until  
\_\_\_\_\_ (Date of last payment) or until cancelled by  
me/us\* in writing to:

**BARCLAYS BANK PLC  
WHETSTONE AND FINCHLEY GROUP  
1250 HIGH ROAD  
WHETSTONE  
LONDON N20 0PB**

**SORT CODE: 20-95-61**

**FOR CREDIT TO: GRAHAMSTOWN UNITED SCHOOLS  
TRUST REGISTERED CHARITY NO  
1122508**

**ACCOUNT NUMBER: 00725919**

This order replaces any previous instruction in favour of **GRAHAMSTOWN  
UNITED SCHOOLS TRUST.**

(\* please delete as appropriate)

**SIGNED** (Signature) \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_