

**The Governing Body of Reigate Parish Church Primary School: Parental Contribution**

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

TEL NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Please tick as appropriate:

**Standing order**

- Either, I have set up a Standing order with my bank
- Or, Standing order form completed

Amount of monthly standing order (tick as relevant):

- £5
- £10
- £15
- Other £\_\_\_\_\_

**Bank transfer**

- I have made a one off transfer

Amount of transfer (tick as relevant):

- £60
- £120
- Other £\_\_\_\_\_

Details you will require for bank transfers and standing orders:

Account Name: The Governing Body of Reigate Parish Church School

Account Number: 39026361 and Sort Code: 54-30-36

Reference: Please add your surname

**Gift aid**

- Gift Aid declaration completed
- Gift Aid not relevant

**PLEASE RETURN (PLUS ADDITIONAL FORMS IF RELEVANT) TO MRS A FOSTER, TREASURER VIA THE SCHOOL OFFICE**

## GIFT AID DECLARATION

Please complete in **BLOCK CAPITALS**, stating the name and address of the tax payer (who should then sign).

From: Forenames: ..... Surname: .....

Address (including postcode): .....

.....

This declaration confirms my wish to make donations to Reigate Parish Church Primary School ("the School") under the Gift Aid Scheme and applies to all donations made by me from 6<sup>th</sup> April 2016. I understand that I must pay an amount of Income Tax and/or Capital Gains Tax in or in respect of the relevant tax year at least equal to the tax reclaimed by the School and other recipients of Gift Aid donations made by me in that period.

I confirm that I am a resident in the UK for tax purposes and that I am a UK taxpayer and that I will advise the School if this situation changes. I understand that I may terminate the declaration at any time by giving notice in writing to the Treasurer at the School.

Signature: ..... Date: .....

**Standing Order Instruction (complete if not setting up online)**

Please complete this form in **BLOCK CAPITALS** and return it to the School.

To: Bank/Building Society

Please set up the following Standing Order and debit my account accordingly.

**Your account details**

Account name:

Sort code:

Account details:

**Payee details** (The name and account details of the organisation you are paying)

Account Name: The Governing Body of Reigate Parish Church Primary School

Account Number: 39026361

Sort Code: 54-30-36

Payment Reference (add your surname): \_\_\_\_\_

**Frequency of payments**

Payments are to be made monthly

**Date and amount of the payments**

Date of first payment      /      /

Amount (tick as relevant):

£5                   

£10                 

£15                 

Other £\_\_\_\_\_

Continue payments until      /      /                    **OR**                    Continue until further notice     

**Confirmation**

Customer signature(s):

Date:                  /      /