**HAYDON SCHOOL PTA FUND**



I wish to make a donation to the (PTA) Parent Teaching Association whilst any one of my children continues on the roll of the aforesaid school. We encourage all parent(s)/carer(s) to Gift Aid their donation as this enables us to claim an additional 25p for every pound you give – at no cost to you.

**Please complete this form and return it to Finance Office Haydon School**

**Gift Aid Declaration**

Please treat as Gift Aid donations all qualifying gifts of money made. Yes No

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 or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such at VAT and Council Tax do not qualify. I understand the charity will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

**Donor’s details**

Title\_\_\_\_\_\_\_\_\_ First name or initial(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Surname \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full home address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Form \_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Ref.HA20 /

Please notify Haydon School if you:

* Want to cancel this declaration
* Change your name or home address
* 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 you Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

I wish to contribute by standing order the sum of **£\_\_\_\_\_\_** per month, or **£\_\_\_\_\_\_** annually
 ***(please complete the Standing Order Mandate).***

 I wish to make a single donation in the sum of **£\_\_\_\_\_\_** ***(please complete the Standing Order Mandate).***

I wish to contribute by cheque the sum of £\_\_\_\_\_ (Cheques payable to Haydon School)

I wish to contribute via Parent Pay. Please indicate the amount here **£\_\_\_\_\_\_\_\_**

**----------------------------------------------------------------------------------------------------------------------------------------------**

**STANDING ORDER MANDATE**

PLEASE PRINT DETAILS AND DELETE AS APPROPRIATE. PLEASE RETURN THIS FORM TO THE FINANCE OFFICE HAYDON SCHOOL. *(Please note the school will send your Standing Order Mandate to your bank).*

To (*enter the name of your bank and the full address*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Postcode \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please pay LLOYDS TSB BANK Edgware Branch, Station Road, Sort Code **30 84 76** Account Number **39581860** for the credit of HAYDON SCHOOL

The sum of £ \_\_\_\_\_\_\_\_\_\_ (*amount in figures*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(amount in words)* commencing on

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(date of first payment)* and thereafter every month/year until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*date of last payment*) or until you receive further notice from me/us in writing. Please quote reference HA20 /\_\_\_\_\_\_\_ *(reference number supplied by the school)* and debit my/our account accordingly.

Account Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Account Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sort Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_