

# Standing Order Mandate

To (Bank): .....

Address: .....

.....

.....



Please pay:	Bank	Branch Title	Sorting Code No.
	<b>Unity Trust Bank</b>	<b>Birmingham</b>	<b>08-60-01</b>

For the credit of:	Beneficiary's Name	Account No.
	<b>Birmingham Citizens Advice Bureau</b>	<b>20276131</b>

The sum of:	Amount in figures	Amount in words
	<b>£</b>	

Commencing on    /    /    and thereafter on the    day of the month until further notice, and debit my account accordingly.

Account to be debited	Account No.	Sorting Code No.

Signature:.....

Date: .....

This Standing Order Mandate supersedes all previous standing orders to Birmingham Citizens Advice Bureau Service.

# Gift Aid Declaration

Please treat all gifts of money that I have made in the past four years, and all future gifts of money that I make to **Birmingham Citizens Advice Bureau** from the date of this declaration as Gift Aid



You must pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April one year to 5 April the next) that is at least equal to the amount of tax that the charity will reclaim on your gifts for that tax year.

## Donor's details:

Title:..... Initials:..... Surname:.....

Home Address: .....

..... Postcode: .....

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

Please add your email address below so that we can keep you updated on what we do. We will not give your email address to any other organisation.

Email address:.....

Please tick here [ ] if you would like to help us with publicity.

## Please notify Birmingham Citizens Advice Bureau Services Ltd. 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

## Tax claimed by the Birmingham Citizens Advice Bureau Services Ltd:

- We will reclaim 28p of tax on every £1 you gave up to 5 April 2008.
- We will reclaim 25p of tax on every £1 you give on or after 6 April 2008.

If you pay Income Tax at the higher rate, you must include all your Gift Aid donations on your Self Assessment tax return if you want to receive the additional tax relief due to you.