



# Kendrick School Gift Aid Declaration Form

Name of Charity: **KENDRICK SCHOOL FUND**

Charity Registration No: **1040970**

## Details of donor

Title ..... Forename(s) ..... Surname .....

Home Address .....

.....

..... Post Code .....

## Student Information

Name ..... Form .....

**I want to Gift Aid all the donation(s) I have made since 6 April 2012 and all donations I make in the future from the date of this declaration, until I notify you otherwise.**

**I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year, it is my responsibility to pay any difference.**

**I intend to donate £ ..... monthly / 3 times per annum / annually**

**Commencing on .....**

**I will donate by standing order (enclosed) / cheque / cash. (Cheques should be made payable to "Kendrick School Fund").**

**Date ..... / ..... / ..... Signature of Parent/Carer .....**

## NOTES

1. You can cancel this declaration at any time by notifying the school.
2. Please notify the school if your circumstances change and you no longer pay tax on your income and/or capital gains.
3. 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.
4. If you are unsure whether your donations qualify for Gift Aid tax relief please refer to the HMRC website ([www.hmrc.gov.uk](http://www.hmrc.gov.uk)).
5. Please notify the school if you change your name or address.

**PLEASE RETURN THIS FORM TO KENDRICK SCHOOL WITH YOUR STANDING ORDER OR DONATION**



**KENDRICK SCHOOL FUND GIFT AID DONATION**

**STANDING ORDER FORM**

The Manager

..... (Bank)

..... (Address)

.....

..... (Post Code)

Dear Sir/Madam,

Account Name: .....

Account Number: ..... Sort Code: .....

Please accept this as a Standing Order in favour of Lloyds Bank PLC  
The beneficiary's details are currently:

Beneficiary Bank: Lloyds Bank PLC  
1-2 Market Place  
Reading  
Berkshire  
RG1 2EQ

Beneficiary Account Name: Kendrick School Fund

Beneficiary Account Number: 44210060

Beneficiary Account Sort Code: 30-96-96

Payment Amount: £ .....

Payment Frequency: Monthly / Termly [3 times a year] / Annually / Other  
(Please delete as appropriate)

Payment Expiry Date: ..... or Tick until further notice

Please debit my/our account with the amount of payments effected in accordance with the above instruction plus any charges which the Bank may make in effecting these payments on my/our behalf.

SIGNATURE: .....

DATE: .....

**PLEASE RETURN THIS FORM TO KENDRICK SCHOOL - WE WILL SEND IT ON TO YOUR BANK**