



Standing Order Form

To: **Burwell & District Day Centre**. Please set up the following Standing Order and debit my account accordingly.
(Please note: If you have already set up a Standing Order directly with your bank, please notify us.)

Burwell & District Day Centre bank details

Account Name: Burwell & District Day Centre
Bank and Branch: Barclays Bank, Leicester, LE87 2BB
Account Number: 60217980 Sort Code: 20-60-38

My payment details

Amount of payment: £ _____ Date of first payment: ____ / ____ / 20__
Frequency of payment: Monthly Quarterly Annually
(Please tick relevant box)
Date of final payment: ____ / ____ / 20__ or until further notice *(tick if applicable)*

My bank account details

Account Name: _____
Bank and Branch address: _____
Account Number: _____ Sort Code: ____ - ____ - ____
 Please debit my Account as per my instructions above.

Signed: _____

Boost your donation by 25p of Gift Aid for every £1 you donate.

If you are a UK taxpayer, **Burwell & District Day Centre** can collect a further 25p of Gift Aid for every £1 you donate *without it costing you an extra penny!* Gift Aid is reclaimed by us from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

In order to Gift Aid your donation to **Burwell & District Day Centre** you must tick the box below:

Yes, I would like **Burwell & District Day Centre** to treat all donations I have made from this date and in the past four years and until I notify you otherwise, as Gift Aid donations.

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.

My personal details

Title: _____ Full Name: _____
Address: _____
Postcode: _____
Email Address: _____

Burwell & District Day Centre Official use only:

TO BANK: Please quote Reference No: B&DC _____ in all matters relating to this Standing Order.

Once you have completed and signed this form, please send it to us at:
Burwell & District Day Centre, Ash Grove, Parsonage Close, Burwell, Cambridge CB25 0DR