

# Windsor Fellowship Trust

Beech House, Hermitage Lane, Windsor. SL4 4AZ (Tel: 01753 257868)



## WINDSOR FELLOWSHIP

*New Supporter*

Full Name (individual) \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_ Tel: \_\_\_\_\_



*If you are a taxpayer, please make sure that you have signed a Gift Aid Declaration. It does not tie you to any particular amount, or limit you to a particular frequency or duration of giving; it will enable the Church to recover tax on all your gifts hereafter until you terminate the arrangement.*

**Please tick ONE main box in each section A, B & C**

**A**  I wish to give to the Windsor Fellowship

I am a taxpayer – I have completed the supplied Gift Aid Declaration Form

**B**  I do not wish to participate in Gift Aid

I do not pay tax and therefore cannot participate in Gift Aid

Please tell me more about Gift Aid

*I wish to give by using:*

**C**  Monthly bankers order

I have completed the supplied Banker's Order Form

Quarterly bankers order

I will arrange through the Internet (Use **SURNAME.I/WF** as a reference)

.I =First Initial

Annual/Quarterly/Occasional payment

CAF (or other charitable trust scheme) - monthly/quarterly/annually/occasionally

My preferred email address for correspondence is: \_\_\_\_\_

*I wish to share in the work of the Windsor Fellowship and to this end I pledge to give, in the manner indicated above, an annual sum of ..... £ \_\_\_\_\_*

*The first payment will be made on DD / MM / YY*

**PLEASE RETURN THIS FORM TO ONE OF THE FINANCE TEAM:**

**Andy Felce & Sam Carson, [finance@windsorfellowship.com](mailto:finance@windsorfellowship.com).**

# GIFT AID DECLARATION

*giftaid it*

## Windsor Fellowship Trust

*Cheques should be made payable to 'Windsor Fellowship Trust'*

Please treat:

The enclosed gift of £ ..... as a Gift Aid donation\*;

The gift of £..... I made on ...../ ...../..... as a Gift Aid Donation\*;

All gifts of money that I make from today onwards as Gift Aid donations\*; and

All gifts of money that I have made in the past 5 years as Gift Aid donations/or those since..... (Enter date e.g. start of tax year).\*

*\*Please delete if any of the above statements are not to apply.*

***I confirm that I 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 church will reclaim from HM Revenue and Customs on my gifts. (See Notes below).***

### Donor's details

Title..... Initial(s)..... Surname.....

Home address .....  
.....  
.....

Postcode ..... Date.....

Signature .....

**Please notify the Finance team ([finance@windsorfellowship.com](mailto:finance@windsorfellowship.com)) if you:**

- Wish to cancel this declaration.
- Change your name or home address.
- No longer pay sufficient tax on your income and/or capital gains.

### Notes

- The church will reclaim 25p of tax on every £1 you give.
- If you pay income tax at the higher rate and you wish to receive the additional tax relief for which you would be eligible, you will need to include all your Gift Aid donations on your tax return.
- If you are unsure whether your donations qualify for Gift Aid, ask the Finance team or refer to the HMRC website page "Giving to Charity: individuals", [www.hmrc.gov.uk/individuals/giving/index.htm](http://www.hmrc.gov.uk/individuals/giving/index.htm)

**BANKER'S ORDER**

To the Manager \_\_\_\_\_ Bank/Building Society PLC  
Address \_\_\_\_\_  
\_\_\_\_\_ Postcode \_\_\_\_\_

**RE:**

Account number: \_\_\_\_\_ Sort code: \_\_\_\_\_

**PLEASE PAY** from the above account to

account number **20958604**  
in the name of the **Windsor Fellowship Trust**  
at the **Metro Bank**  
**116-118 Peascod St, Windsor SL4 1DP. (23-05-80)**

with the reference

the sum of £\_\_\_\_\_ (\_\_\_\_\_)

on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

and on the same day in each succeeding  month /  quarter /  year, until further notice.  
This mandate **replaces/is additional to** any existing Banker's Order in favour of the above account.

Signed \_\_\_\_\_, \_\_\_\_\_ Date \_\_\_\_\_

*Please do not detach this portion*

*The completed form should be returned to one of the Finance team*

Notes:

- 1 Please complete all the blanks **EXCEPT** the shaded box.
- 2 It avoids confusion at the Bank if you write the amount in words as well as figures.
- 3 If you already have a standing order in favour of the Church, please be sure to put a line through one of the options in the last line before your signature.
- 4 Please check from time to time that the bank has fulfilled your instructions—most banks are fairly reliable, but they can be erratic!
- 5 If you change your bank at any time, you may find it easier to start afresh with a new Banker's Order. Please let the Finance team know and ask for a new form.
- 6 Some signatures leave the uninitiated wondering—and none the wiser. Would you be kind enough to write your name in block capitals below? Thank you!

Name: \_\_\_\_\_