



*(Please return completed form to PFA Gift Aid Secretary, c/o School office)*  
**BISHOP LUFFA SCHOOL PARENTS AND FRIENDS ASSOCIATION** (Registered Charity no. 277012)  
**Standing Order Mandate**

Here the details to set up an **On-Line payment via your own bank**

**Name of Account : Bishop Luffa Parents and Friends Association No.2 account**

Barclays Bank Chichester

**Sorting Code : 20-20-62**

**Account No. : 60164453**

Amount :

Every :

e.g. 5<sup>th</sup> Monthly / Quarterly - Until Further Notice

Commencing :

ONCE YOU'VE SET UP THE ON-LINE PAYMENT, **PLEASE RETURN THIS FORM TO THE SCHOOL**

**( WE CAN ONLY RECLAIM THE GIFT AID WITH THIS SIGNED FORM )**

HEADED UP: **GIFT AID : FAO THE PFA, LISA RUSTELL or SIMON TOOLEY**

It is recommended you make a copy for your own records

**Gift Aid Declaration**

*(Please return completed form to PFA Gift Aid Secretary, c/o School office)*

**BISHOP LUFFA SCHOOL PARENTS AND FRIENDS ASSOCIATION** (Registered Charity no. 277012)

Please treat as Gift Aid donations all qualifying gifts of money made by myself, today and in the future.

*I have today set up a regular Standing Order to Bishop Luffa PFA for **£***

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 as VAT and Council Tax do not qualify.

I understand the charity will reclaim 25p of tax on every £1 that I give.

**Details of donor**

Title \_\_\_\_\_ First name or initials(s) \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_

Post Code: \_\_\_\_\_ Email address: \_\_\_\_\_ Tel: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

***Please notify the charity if you:***

1. *Want to cancel this declaration;*
2. *Change your name or home address;*
- OR 3. *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 your Gift Aid donations on your self-assessment tax return or ask HM Revenue and Customs to adjust your tax code.*

*Updated as per HMRC model 9-5-15dg*