

# DONATION FORM



CATERHAM SCHOOL

## YOUR DETAILS

Name:

Address:

Telephone:

Postcode:

Email:

## YOUR SUPPORT

I wish to support Caterham School by giving to:

The Bursary Fund

Wherever the School needs it most

## Recognising your Gift

If you wish for your donation to Caterham School to remain anonymous please tick here

If your gift is made on behalf or in memory of someone, please provide details below:

## MAKING A SINGLE GIFT

### I would like to make a single gift of £

I would like to pay by:

Cheque (made payable to 'Caterham School')

Charities Aid Foundation (CAF) Voucher

Direct Bank Transfer

### Cheques/CAF Vouchers

Please enclose with this form and send to:

Development Office, Caterham School, Harestone Valley Road, Caterham, Surrey, CR3 76YA

### Direct Bank Transfer Details

To: **Caterham School** Account Number: **51070312** Sort Code: **40-11-60**

Please quote your name as the reference so that we can identify your donation.

Signature:

Date:

## MAKING A REGULAR GIFT BY STANDING ORDER

I would like to make a regular gift of £

Each: month quarter year

My Bank/Building Society address is:

Postcode:

### Instructions to Your Bank

Please make payments and debit my account in accordance with the following details:

My account number:

My sort code: | - | - |

Please pay: HSBC BANK PLC, 71 Queen Victoria Street, London EC4V 4AY

Sort code: 40-11-60

Account number: 51070312

Account name: Caterham School

The sum of £

Each: month quarter year

Quoting reference number:

Payments to commence on:

(to be inserted by the Development Office)

(this should be at least one month from today's date)

Signature:

Today's date: | / | / | |

Please return this form to the Development Office – we will forward this on to your bank.

## GIFT AID

Please Gift Aid your donation to make it worth an extra 25% to the School at no extra cost to yourself.

I am a UK taxpayer, and would like Caterham School to treat this donation (and any other donations I may make from the date of this declaration until I notify you otherwise) as a Gift Aid donation.\*

Name:

Signature:

Address:

Date: | / | / | |

\*NB I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay the difference. I will notify the Charity if I wish to cancel my donation, change my name or address or if I no longer pay sufficient tax.

## OTHER GIFTS

Please send me information about making a gift in my will

Please send me information about making a gift of shares

My company will match my gift – the appropriate form is enclosed

### Please return this form to:

Development Office, Caterham School, Harestone Valley Road, Caterham, Surrey, CR3 76YA.

If you have any queries please contact the Development Office:

Telephone: 01883 335111 Email: development@caterhamschool.co.uk

Caterham School Limited. Company registered in England No. 5410420. Registered Charity No. 1109508.

*giftaid it*