



## Gift to Dollar Academy

The easiest way to make a tax-efficient donation, either by regular giving or a single gift, is through the school website: just click 'Support Us' on our homepage.

(Please complete this form in CAPITAL LETTERS using a black ballpoint pen)

Full name .....

Address .....

Postcode .....

Telephone number .....

Email .....

### Acknowledge your gift

We would like to acknowledge your gift in our Annual Report. It often encourages more donations. Please tick to opt-in.

### Additional information

I would like further information on leaving a legacy to the school.

### Regular Gift by Direct Debit\*

I wish to make a Regular Gift and have completed the Direct Debit instruction overleaf

£ ..... per month,  per quarter,  per year,

via Direct Debit starting on the 1st of .....

(Please allow at least one month between the starting date for payments and the date when you sign the Direct Debit instruction overleaf)

\* if you wish to make a Regular Gift, please ensure you have completed the Direct Debit instruction overleaf

### Single Gift

I enclose a cheque for £ .....

made payable to Dollar Academy Bicentenary Bursary

I authorise Dollar Academy to debit my card for the amount of

£ .....

Visa  Mastercard  Visa Debit  Maestro

Cardholder's name .....

Card number .....

Start date ..... Expiry date .....

Issue number ..... Security code .....

I would like to give my donation over the telephone. Please call me on .....

*giftaid it*

If you are a UK taxpayer and choose to give using Gift Aid we can reclaim 25p for every £1 that you give, at no extra cost to you.

I would like Dollar Academy to treat this donation (and any other donations I make from the date of this declaration until I notify you otherwise) as a Gift Aid donation. 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.

.....  
Signature

.....  
Date

Thank you for your support



# GIFT TO DOLLAR ACADEMY

## Instruction to your Bank/Building Society to make a Regular Gift by Direct Debit

Please complete this form in CAPITAL LETTERS using a black ballpoint pen and return to:

### Freepost DOLLAR ACADEMY

No other address lines should be used.  
No stamp required if posted within UK.

Name(s) of account holder(s).....  
.....

Bank/Building Society sort code

Bank/Building Society account number

Name and full postal address of your Bank/Building Society  
.....  
.....

Payment reference (for office use only)

Service User Number: 691213 CAF, Kings Hill, West Malling, Kent, ME19 4TA

### Instruction to your Bank/Building Society

Please pay CAF re Dollar Academy Direct Debits from the account detailed in this instruction, subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Dollar Academy and, if so, details will be passed electronically to my bank/building society.

Signature(s).....

Date (DD/MM/YYYY)  
.....

#### The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit CAF re Dollar Academy Direct Debits will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request CAF re Dollar Academy Direct Debits to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your CAF re Dollar Academy Direct Debits or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
- If you receive a refund to which you are not entitled, you must pay it back when CAF re Dollar Academy Direct Debits asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify CAF re Dollar Academy Direct Debits.

The guarantee should be detached and retained by the Payer