

THE PANKHURST BURSARY APPEAL

# Regular Donations

VIA DIRECT DEBIT

Please fill in both sides of this form with a ballpoint pen and return to:  
MHSG Bursary Fund, Manchester High School for Girls, Grangethorpe Road, Manchester, M14 6HS.

## DONATION DECLARATION

I wish to make a regular donation of:

£

PER

- Month
- Quarter
- Year

Donate with Gift Aid

I would like you to treat all donations I have made over the last four years, or that I will make from the date of this declaration, as Gift Aid Donations until further notice.

I confirm that I pay an amount of income tax and/or capital gains tax equal to the tax that the MHSG Bursary Fund will reclaim.

TITLE ..... FULL NAME .....

ADDRESS .....

POSTCODE ..... TEL .....

EMAIL .....

SIGNATURE:

DATE:



## NOTES

Gift Aid allows the charity to reclaim 25% tax from the Inland Revenue on every £1 donated by UK taxpayers. For example, for every £1 donation that has been gift-aided, the charity will actually receive £1.25.

You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donation in the tax year **or you, the donor, are responsible to pay any difference.**

Please notify the School if you change your name or address, or you are no longer a tax payer.

If in the future your circumstances change and you no longer pay tax on your income and capital gains tax equal to the tax that the charity reclaims, you can cancel your declaration.

If you pay tax at the higher rate, you can claim further tax relief in your Self-Assessment tax return.

If you are unsure whether your donations qualify for Gift Aid tax relief either contact the School or ask your local tax office for leaflet IR65.

Please keep a copy of this completed form for your records.



Registered Charity  
Number: 506823

# Instruction to your Bank or Building Society to pay by Direct Debit



Manchester High School for Girls

Please fill in the whole of this form with a ballpoint pen and return to:

MHSG Bursary Fund, Manchester High School for Girls, Grangehorpe Road, Manchester, M14 6HS.

NAME(S) OF ACCOUNT HOLDER(S)


BANK/BUILDING SOCIETY ACCOUNT NUMBER

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BRANCH SORT CODE

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NAME AND FULL POSTAL ADDRESS OF YOUR BANK OR BUILDING SOCIETY

To: The Manager	Bank / Building Society
Address:	
Post Code:	

ORIGINATOR'S IDENTIFICATION NUMBER

2	7	1	5	5	5
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REFERENCE NUMBER

To be completed by Manchester High School for Girls

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For Manchester High School for Girls Bursary Fund official use only. This is not part of the instruction to your Bank or Building Society.

Donation Amount:

- Monthly  
 Quarterly  
 Yearly

£

Instruction to your Bank or Building Society

Please pay Manchester High School for Girls Bursary Fund 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 Manchester High School for Girls Bursary Fund and, if so, details will be passed electronically to my Bank / Building Society.

SIGNATURE(S):

DATE:

Please note: Banks and Building Societies may not accept Direct Debit Instructions for some types of account



This guarantee should be detached and retained by the Payer.



## 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, the MHSG Bursary Fund will notify you 10 working days in advance of your account being debited, or as otherwise agreed. If you request the MHSG Bursary Fund 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 Direct Debit, by the MHSG Bursary Fund 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 you are not entitled to, you must pay it back when the MHSG Bursary Fund 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 us.