

Royal Russell Development Fund

Other Ways of Giving

Please tick to receive further information on the following:

- | | |
|--|--|
| <input type="checkbox"/> Gifts of shares and securities | <input type="checkbox"/> Gifts in your Will |
| <input type="checkbox"/> Gifts on leaving | <input type="checkbox"/> Collective giving |
| <input type="checkbox"/> Gifts of prizes | <input type="checkbox"/> Gifts of experience / your time |
| <input type="checkbox"/> I would also be interested in receiving information about the development plans and fundraising activities at Royal Russell School. | |

Alternative Methods of Payment

Debit Card/Credit Card: Please access the online payment service through the Royal Russell website or contact the Development Office on +44 (0) 20 8657 9729

Electronic Funds Transfer: You can transfer your gift directly to the Royal Russell Development Fund bank account by using the bank details below.

Barclays Bank Plc, 1 North End Road, Croydon CR9 1RN

Account Name: **Royal Russell Development Fund**

Account Number: **23038734**

Sort Code: **20-70-23**

IBAN: **GB78 BARC 2070 2323 038734**

Swift code/BIC: **BARCGB22**

Please do not forget to include your name in the transfer.

- I have completed both my details and Gift Aid form overleaf.

Please complete and return this completed form to:

Royal Russell Development Office, Royal Russell School, Coombe Lane, Croydon, Surrey CR9 5BX or email to Development@royalrussell.co.uk



Royal Russell Development Fund

Title Name Surname

Address

Postcode Tel

Email

Connection to the School:

Parent past pupil Old Russellian

Parent current pupil Other

I would like to make a regular gift per month:
 (please complete Direct Debit form attached and return both parts in the enclosed envelope)

£25 £50 £100 £500 Other £

Frequency: Monthly Annually

First collection date: Month Year

I would make a single gift:

£ by a cheque payable to the 'Royal Russell Development Fund'

£ or an alternative method (see overleaf for credit card, bank transfer details)



GIFT AID DECLARATION

Increase your donation by 25p of Gift Aid for every £1.00 you donate. In order to Gift Aid your donation you must complete your name and address above, and must tick the box below:

I want to gift aid my donation, and any donations I make in the future or have made in the past four years, to Royal Russell School. I am a UK tax payer 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 year it is my responsibility to pay any difference.

Signature _____ Date _____

Please notify the School if you want to cancel this declaration, change your name or home address, no longer pay sufficient tax on your income and/or capital gains. If you pay income tax at the higher or additional right, and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your self assessment tax return or ask HM Revenue and Customs to adjust your tax code.

RECOGNISING YOUR GIFT

Royal Russell School would like to publish the names of its supporters to thank them in its publications and on the School website. How would you like your donation to be recorded?

Anonymous Recorded as (e.g. Mr & Mrs Smith) _____

By completing and returning this form you agree that the School can process and store your data safely in connection with organising events, producing/distributing publications and fundraising. If at any point you no longer wish to receive our communications please contact Jeremy Lloyd-Jones at jllloydjones@royalrussell.co.uk



Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

**ROYAL RUSSELL DEVELOPMENT OFFICE
 COOMBE LANE
 CROYDON
 SURREY
 CR9 5BX**

Service user number

4 2 3 8 7 7

Reference (office use only)

Name(s) of account holder(s)

Bank/building society account number

Sort code

Name and full postal address of your bank or building society

To: The Manager Bank/building society

Address

Postcode

Instruction to your bank or building society

Please pay Russell School Trust (trading as Royal Russell Development 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 Russell School Trust (trading as Royal Russell Development Fund) and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Banks and building societies may not accept Direct Debit instruction 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 Russell School Trust (trading as Royal Russell development Fund) will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Russell School Trust (trading as Royal Russell Development 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 Russell School Trust (trading as Royal Russell Development 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 Russell School Trust (trading as Royal Russell Development 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 notify us.