

Thank you very much for your gift.

1 Personal details

Surname (family name):.....

Forename:..... Title:.....

Address for correspondence:.....

.....

..... Post code:.....

Telephone:..... Email:.....

2 Donation details

A Regular Gift

I wish to make a regular gift to the School *(please tick the relevant circle)*:

Amount: £5 £25 £50 £70 £100 Other £.....

Frequency: Monthly

Quarterly

Annually for.....years/until further notice*

* Delete as applicable

Please remember to complete the Standing Order Form overleaf

A Single Gift

I wish to make a one-off gift to the School *(please tick the relevant circle)*:

Amount: £50 £100 £500 Other £.....

3 Gift details

My company operates a Matching Gift Programme. I enclose a Matching Gift form/a form will follow.

Please send me information about remembering the school in my will

Please send me information on how to make a gift of shares, securities, land or property.

Please tick here if you do not want the school to publish your name in the annual list of donors



4 Payment details

- I have enclosed a cheque. Please make the cheque payable to Mayfield School Ltd.
- I have made a donation by electronic bank transfer. *For this you will need our bank details which are as follows (please reference your name in the transfer):*

National Westminster Bank plc	Account number: 60837829
Account name: Mayfield School Ltd	Sort Code: 60-10-30

- I have completed the Standing Order Form below

To the manager (name & address of your bank):.....

Account name:.....

Account no:..... Sort code:.....

Please pay £.....monthly/quarterly/annually* for a period of.....years

starting on.....(date) to: **Mayfield School Ltd**

Account number: **60837829** Sort Code: **60-10-30**

National Westminster Bank plc, 19 High Street, Heathfield, East Sussex TN21 8PL

Signature:.....Date:.....

**Delete as applicable*

Mayfield School Ltd is a registered charity, No. 1047503

5 Gift Aid for UK Taxpayers

Using Gift Aid means that for every pound you give, we get an extra 25 pence from the Inland Revenue, helping your donation go further.

In order to Gift Aid your donation you must tick the box below:

- I want to Gift Aid my donation of £..... and any donations I make in the future or have made in the past four years to Mayfield School Ltd.

Gift Aid Notes

- You must pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April one year to 5 April the next) that is at least equal to the amount of tax that Mayfield School will reclaim on your gifts for that tax year.
- If you pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of gift aid claimed on all your donations, it is your responsibility to pay any difference
- 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 rate you must include all your Gift Aid donations on your Self Assessment tax return if you want to receive the additional tax relief due.

6 Where to return this form

We greatly value your gift to the School - thank you for your support. Please return the completed form to:

The Director of Development, The Development Office, Mayfield School, The Old Palace, Mayfield, East Sussex, TN20 6PH

Our Fundraising Data Policy is available online at:

<https://resources.finalseite.net/images/v1557822903/mayfieldgirlsorg/c2wo3sna66zsr9q9b64q/Privacy-Notice-v5-May.pdf>

Contact the Development Office if you would like a hardcopy sent to you.