

# The Ludgrove School Foundation

## GIFT FORM

### Section 1 - Donor's details

Title and full name:

Address:

Postcode:

Telephone:

email:

I wish to make a single gift  
(please complete sections 2, 3 and 5)

I wish to make a regular gift by Standing Order  
(please complete sections 2, 4 and 5 on reverse)

### Section 2 - Your wishes

Please tick if you wish your donation to remain anonymous

Please tick if you would like to receive details of how to claim higher tax relief on your donation

Please tick if you would like to receive details of how to leave a bequest to Ludgrove in your Will

### Section 3 - Single gift payment details

**Cheque**  I enclose a cheque for £ \_\_\_\_\_.\_\_\_\_ made payable to The Ludgrove School Foundation.

**BACS**  I will transfer £ \_\_\_\_\_.\_\_\_\_ electronically to The Ludgrove School Foundation.

**Ludgrove School Foundation account details: Sort code: 20-11-74 Account number: 83297063**

**Credit Card** Please charge my:  VISA  Mastercard the sum of £ \_\_\_\_\_.\_\_\_\_

Name as it appears on the card:

Card number:

Start date:     Expiry date:     Three digit security code:

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please ensure that you complete the Gift Aid Declaration on the reverse side of this form before returning it to: The Ludgrove School Foundation, Ludgrove, Wokingham, Berkshire RG40 3AB.

### Section 4 - A regular gift by Standing order

Name of bank:

Address of bank:

Postcode:

Account name:

Account number:         Sort code:   -   -

Please pay: The Ludgrove School Foundation, Acc. number: 83297063, sort code: 20-11-74  
the sum of £ \_\_\_\_\_.\_\_\_\_

Amount in words:

Payments to start on: \_\_\_\_/\_\_\_\_/\_\_\_\_ and to be paid every (frequency): \_\_\_\_\_  
until further notice or until a total of (insert number): \_\_\_\_ payments have been made.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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### Section 5 - Gift Aid declaration

Please treat any and all donations that I make to The Ludgrove Foundation on or after the date of this declaration (unless and until I inform you otherwise) as eligible for Gift Aid, and reclaim tax on them. I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give. (If you pay Income Tax at the higher or additional rate 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. Please notify the Ludgrove Foundation if you: Change your name or home address or no longer pay sufficient tax on your income and/or capital gains).

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please ensure that you have completed all the necessary sections of this form before returning it to:  
The Ludgrove School Foundation, Ludgrove, Wokingham, Berkshire RG40 3AB.