



# THE BRITISH INSTITUTE OF ORGAN STUDIES

Registered Charity No 283936

## National Pipe Organ Register Fund

### PAYMENT BY STANDING ORDER

*When completed, please return this form to: Adrian Mumford, Hon Treasurer, BIOS, 63 Atbara Road, Teddington, TW11 9PA ~ Email: treasurer@bios.org.uk*

#### **Details of your bank**

To: The Manager

Bank: .....

Branch Address: .....

Postcode: .....

Please pay to: **The British Institute of Organ Studies** (Registered Charity No 283936)  
CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent, ME19 4JQ  
Sort Code 40-52-40 Account Number 00007288

The sum of £..... (words .....)  
every MONTH/YEAR (delete as appropriate)

Starting on the ..... day of ..... 20..... and until further notice

Account in the name of: .....

Sort Code .....-.....-..... Account Number .....

Your full name (**block capitals please**): .....

Address: .....

Postcode: .....

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

Email address: .....

#### **Gift Aid Declaration**

Please treat as Gift Aid donations all qualifying gifts of money made

today  in the past 4 years  in the future  (*please tick all boxes you wish to apply*)

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 that the charity will reclaim 25p of tax on every £1 that I give.

#### **Donor's details**

Title (**block capitals please**): ..... First name or initial(s) .....

Surname: .....

Address: .....

Postcode: .....

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

#### **Please notify the charity 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 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