



Merchant Taylors' School Donation Form

Please complete this form using a ball point pen and return it to:

The Development Office, Merchant Taylors' School,
Sandy Lodge, Northwood, Middlesex, HA6 2HT

Tel: 01923 845545 Email: development@mtsn.org.uk

Merchant Taylors' School is a registered charity (Number 1063740)

Personal Details

Title	Forename(s)
Surname	
Address	
Postcode	
Telephone	Mobile
Email	

Regular Gifts

I would like to make a monthly / annual gift by Direct Debit of £ _____.

Please note that payments will be collected on the 1st of the month

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



Service User Number 440176

To the manager of	(bank/building society)
Branch Address	
Postcode	

Name(s) of account holder(s)

Sort Code	Account Number
Reference (Internal MTS Use)	

Please pay Merchant Taylors' School 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 Merchant Taylors' School and, if so, details will be passed electronically to my bank/building society.

Signed
Date

Banks and building societies may not accept Direct Debit instructions for some types of account

giftaid it

If you are a UK taxpayer and you tick this Gift Aid declaration, Merchant Taylors' School can reclaim tax you have paid at the standard rate, so your gift goes further at no cost to you. If you would like to make your gift tax effective in this way and you are eligible, please tick the box below.

Please treat as Gift Aid donations all qualifying gifts made in the past, present and future to the Merchant Taylors' School Charitable Fund (No. 1063740).

Please tick here ☐

I am a UK taxpayer 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 tax year, it is my responsibility to pay any difference. Please notify MTS if you want to cancel this declaration, change your name or home address, or no longer pay sufficient tax on your income and/or capital gains.

Single Gift

<input type="checkbox"/> I enclose a cheque / CAF cheque payable to Merchant Taylors' School Charitable Fund for £ _____
<input type="checkbox"/> I have made a gift of £ _____ by bank transfer (payee Merchant Taylors' School Charitable Fund - Sort Code 20-92-94; Account No. 23517594; Please include your name in the reference for the transfer; Date of transfer: _____)
<input type="checkbox"/> I would like to make a donation by credit / debit card. Please debit my card: £ _____

Name on card	Issue number (if applicable)		
Card Number			
Valid From	Expires	Security Number	(last three or four digits from signature strip)

Signed	Date
--------	------

Allocation of Gift

<input type="checkbox"/> The Arts	<input type="checkbox"/> Bursaries	<input type="checkbox"/> Sport	<input type="checkbox"/> Head Master's Discretion
-----------------------------------	------------------------------------	--------------------------------	---

If no preference is expressed or a project is over-funded, excess funds will be applied to the Head Master's discretionary fund and will therefore be used where the school's need is greatest.

I Would Like Further Information On

<input type="checkbox"/> Leaving a legacy to Merchant Taylors' School.	<input type="checkbox"/> Making a gift of shares or property to Merchant Taylors' School.
<input type="checkbox"/> Careers advice and/or work experience.	

Data Protection: Data is used by Merchant Taylors' School in accordance with the General Data Protection Regulation for the following purposes: to send school publications, to share news of school events, to manage our volunteer programme, for fundraising and for the promotion of benefits and services. For a more comprehensive overview, and to read about how your data is stored, please read our privacy policy on our website: <https://development.mtsn.org.uk/privacy-policy>.

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 Merchant Taylors' School will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Merchant Taylors' School 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 Merchant Taylors' School 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 Merchant Taylors' School 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.

