

# PARISH OF ST. ANDREW'S, CAVERSHAM HEIGHTS PLANNED GIVING FORM

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## Part One- PLANNED GIVING AMOUNT

Please select from the following:

- I wish to make regular payment by banker's order at £.....per.....  
*Our church bank details can be found in Part Three on the other sheet.  
Or, if you prefer, just complete and return Part Three and we will do the rest.*
- I wish to make regular payments by weekly/monthly/quarterly/annual\* envelopes *(\* delete as appropriate)*
- I enclose a donation of £.....
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## Part Two- GIFT AID DECLARATION for past, present & future donations

### To the Parochial Church Council of Caversham St Andrew in the Diocese of Oxford

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 or Community Amateur Sports Clubs (CASCs) 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 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

### Donor's details

Title ----- First name or initial(s) -----

Surname -----

Full home address -----

-----Postcode -----

Signature ----- Date -----

**Please notify the Planned Giving Secretary at [plannedgiving@standrewscaversham.org](mailto:plannedgiving@standrewscaversham.org), or by post to Planned Giving Secretary, St Andrew's Church, Albert Rd, Caversham, RG4 7AW, or on 0118-947-2788, 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.

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**Part Three - BANKER'S ORDER**

*This section is an instruction to your bank. If you fill in this part of the form you don't need to do anything else to change the amount you give. Our Planned Giving Officer can send it to your bank for you.*

Please fill in the name and address of your bank in CAPITALS

To:.....(name of your Bank).....

Address:.....

.....Postcode:.....

Please pay to Caversham St. Andrew's PCC Account no: 70520306 at Barclays Bank plc (20-71-03)

the sum of £.....(.....) (amount in words)

to be paid on the ..... day of ..... 201..... and a like sum

*(Please select **one** of the following)*

*(\*delete as appropriate)*

**annually** on the .....day of .....

\*until further notice /or \*for the next.....years

**quarterly** on the .....day of each third month

\*until further notice /or \*for the next.....years

**monthly** on the .....day of each subsequent month

\*until further notice /or \*for the next.....years

This order replaces any previous orders in favour of this payee, which are hereby cancelled.

Name of account to be debited:.....

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

Signed:..... Date:.....

**Please return form to :**

**The Planned Giving Officer  
St Andrew's Church Hall  
Albert Road  
Caversham  
RG4 7AW**