Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form and send it to: Facial Palsy UK, Eventus, Sunderland Road, Market Deeping, Peterborough, PE6 8FD.

Name and full postal address of your bank or building society

To: The Manager — Bank/building society

Address

Postcode

Service user number

6	9	1	2	1	3

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Reference

Instruction to your bank or building society

Please pay Facial Palsy UK 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 Facial Palsy UK and, if so, details will be passed electronically to my bank/building society. I understand direct debits will be managed via the Charities Aid Foundation on behalf of Facial Palsy UK.

Signature(s)

Date

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

This is not part of the Instruction to your bank or building society and must be detached by Facial Palsy UK before submission to the paying bank.

My Details

☐Mr ☐Mrs ☐Ms ☐ Other (Please specify)

Name……

Address……

……

……

……

……

Postcode ……

Email address……

Donation Details

I would like to make a regular donation of £ ……..

☐ Quarterly ☐ Monthly ☐ Annually Commencing

01 / ☐☐ / ☐☐☐☐ or

15 / ☐☐ / ☐☐☐☐ (please indicate 1st or 15th of month)

Gift Aid Declaration

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your home address is needed to identify you as a current UK tax payer.

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

☐ I want to Gift Aid my donation above and any donations I make in the future to Facial Palsy UK.

I am a UK tax payer 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 tex year it is my responsibility to pay any difference.

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 rate and want to received 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 code

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, Facial Palsy UK will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Facial Palsy UK 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 Facial Palsy UK 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 Facial Palsy UK asks you to
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Written confirmation may be required. Please also send a copy of your letter to us.