

# STANDING ORDER MANDATE

Please complete parts indicated ►

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To The Manager

Your Bank name: ►

Your Bank address: ►

Please pay: HSBC Bank Plc, 4 Hardman Square, Spinningfields, Manchester, M3 3EB

For the credit of:

The Chaplaincy Manchester Airport  
Account Number 90013013  
Sort Code 40 – 20 - 80

The sum of (in numbers):

£

(in words):

►

Commencing on ►

(insert date of first payment)

and thereafter on ►

every ► month / year

(insert due date and frequency)

Account name to be debited: ►

Account number: ►

Sort code: ►

Signature: ►

Date: ►

This Standing Order Mandate supersedes all previous standing orders to The Chaplaincy Manchester Airport

If you are making a donation as individual who pays tax in the UK, please see consult the Gift Aid Declaration for information about making your gift go further – at no cost to you! If your donation is on behalf of a group, organisation or company, this information does not apply.

**PLEASE RETURN THIS FORM TO YOUR BANK**

Manchester Airport Chaplaincy is a Registered Company No: 3664008 and a Registered Charity No: 1074781

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If you're a UK taxpayer the government's Gift Aid scheme allows The Chaplaincy, Manchester Airport to receive an extra 25 pence for every pound you donate under the Gift Aid scheme, at no extra cost to you! Please fill in the short form below to make your Gift Aid declaration.

If you pay tax at the higher rate, you must include all your Gift Aid donations on your Self-Assessment tax return if you want to receive the additional tax relief due to you.

Gift Aid applies to individuals only. Companies simply make a gross donation to us and deduct the amount of the gift from total profits, before calculating the company's corporation tax.

The donation(s) to be covered by the declaration – as well as the current gift, one declaration can cover all future declarations and those made in the past four years by the donor.

## GIFT AID DECLARATION for past, present & future donations

To the Chaplaincy Manchester Airport

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.

### YOUR DETAILS (the donor)

Title:	▶	First name or initial(s)	▶
Surname:	▶		
Full home address:	▶		
		Postcode:	▶
Signature:	▶	Date:	▶

Please notify The Chaplaincy Manchester Airport 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.*

**PLEASE RETURN THIS FORM TO THE CHAPLAINCY, MANCHESTER AIRPORT M90 1QX**

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