



## Catholic Parish of the Epiphany, Amber Valley

12 Gibfield Lane, Belper, DE56 1WA

Telephone: 01773 822 182

Website: [www.catholic-ambervalley.uk](http://www.catholic-ambervalley.uk) E-mail: [office@catholic-ambervalley.uk](mailto:office@catholic-ambervalley.uk)

## Guidance Notes

### Gift Aid Declaration

Whether you contribute using a standing order or the envelope scheme, if you pay income tax, the parish can claim back 25 pence for every pound donated – more if you are a higher-rate tax payer! This can be a substantial amount each year running in the thousands of pounds. The process is simple and painless for donors. It does **NOT** have to be repeated yearly!

The form only needs your name, address and date together with your signature.

Please give the completed form to the Priest of the Parish Administrator.

### Standing Order

For those who use internet banking, it is simple to set up a standing order. Follow your bank's instructions using the parish bank details below. Some banks allow you to issue an instruction by phone.

Parish bank: Lloyds, 43 Irongate, Derby

Sort code: 30-92-59

Account number: 2998098

### Envelope Scheme

We can provide a supply of pre-printed envelopes for you to put your contribution in and place in the collection each week. The envelopes have a number (no name) and the date for each Sunday. If you would like a supply, please speak to the Parish Administrator or call 01773 822 182. Visitors can also contribute via specially printed Gift Aid envelopes available in the church.



# ROMAN CATHOLIC DIOCESE OF NOTTINGHAM

Willson House, Derby Road, NOTTINGHAM, NG1 5AW

Telephone: 0115 953 9843 Facsimile: 0115 953 9805 E-mail: [giftaid@nrcdt.org.uk](mailto:giftaid@nrcdt.org.uk)

(This information will be held on a computer.)

## GIFT AID DECLARATION

(leave Gift Aid Declaration blank if you are unable to make it)

### 1 Your details

Your full name and title

Home address

  

Post code

Telephone

### 2 Declaration

I want to Gift Aid any donations I make in the future or have made in the past 4 years to Nottingham Roman Catholic Diocesan Trustees (the Charity, charity number 1134449) to benefit the Parish or particular purpose as advised below.

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.

Parish / Diocesan fund

I will notify the Charity if/when I:

- want to cancel this declaration
- change my name or home address
- no longer pay sufficient tax on your income and / or capital gains.

### 3 Signature

Date

Signature

When completed, please return to:

The Parish Administrator, Catholic Parish the Epiphany Amber Valley, 12 Gibfield Lane, Belper, DE56 1WA



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## STANDING ORDER MANDATE

### 1 Details of your account

Name of bank or building society	<input type="text"/>
Branch address including postcode	<input type="text"/> <input type="text"/>
Account name	<input type="text"/>
Account number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Sort code	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>

### 2 Details of the account where payments will be sent to

Name of bank or building society	<input type="text" value="Lloyds Bank plc"/>
Branch address including postcode	<input type="text" value="43 Irongate"/> <input type="text" value="Derby, DE1 3FT"/>
Account name	<input type="text" value="OUR LADY PERP SUCC"/>
Account number	<input type="text" value="0"/> <input type="text" value="2"/> <input type="text" value="9"/> <input type="text" value="9"/> <input type="text" value="8"/> <input type="text" value="0"/> <input type="text" value="9"/> <input type="text" value="8"/>
Sort code	<input type="text" value="3"/> <input type="text" value="0"/> - <input type="text" value="9"/> <input type="text" value="2"/> - <input type="text" value="5"/> <input type="text" value="9"/>
Quoting reference to bank	<input type="text"/>

*Please leave blank - Diocesan Finance Office to insert*

### 3 Payment details

Regular amount of £ <input type="text"/> <input type="text"/>	Frequency <input type="checkbox"/> weekly <input type="checkbox"/> monthly <input type="checkbox"/> quarterly <input type="checkbox"/> six monthly <input type="checkbox"/> annually
<i>Repeat amount in words</i>	
Commencing on <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> until notified by me in writing, and debit my account accordingly.	
<input type="checkbox"/> Please cancel my existing standing order(s) to the same beneficiary.	

### 4 Signature(s)

Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Signature <input type="text"/>
	Signature (if joint account) <input type="text"/>

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