

INSTRUCTION TO PAY BY STANDING ORDER

1. The Manager _____ Bank /Building Society
Address: _____ Post Code: _____

2. Name of Account Holder(s): _____

3. Account Number: _____ Sort Code: _____

4. Your Instruction to Bank/Building Society and Signature(s)
 - I instruct you to pay by Standing Order from my account to the Beneficiary named below
 - The amount will be £ _____ each month starting **from** (date) _____
 - I will inform the Bank/Building Society in writing if I wish to cancel this instruction at any time. I understand that if any Standing Order is paid which breaks the terms of this instruction the Bank/Building Society will make a refund.

Signature(s): _____ Date : _____

Your Address: _____ Post Code: _____

BENEFICIARY DETAILS

Name of Beneficiary: Muslim Bereavement Support Service
Beneficiary's Bank: HSBC, City of London Branch, 60 Queen Victoria Street, London, EC4N 4TR
Sort Code 40-11-60 Account Number 20220485

Charity 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 address is needed to identify you as a current UK taxpayer.

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

I want to Gift Aid my donation of £ _____ and any donations I make in the future or have made in the past 4 years to:

Name of Charity: **Muslim Bereavement Support Service (MBSS)**

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.

My Details :

Title : _____ First name or initial(s) : _____ Surname : _____

Address : _____ Post Code: _____ Date: _____

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 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.

Please complete parts 1 to 4 and the Gift Aid Declaration if applicable and then send the completed for to:
The Treasurer, Muslim Bereavement Support Service, PO Box 2241, Ilford, IG1 9UX.