

Giving to St Andrews

I wish to support



University of
St Andrews

600
YEARS

☐ I would prefer my gift NOT to be publicly acknowledged
(if not ticked, names will be listed in publications & online)

☐ I would like a receipt for tax purposes ☐ Please send me information about including St Andrews in my will

YOUR INFORMATION

Full name

Address

..... Postcode

Telephone Email

GIFT AID DECLARATION (UK taxpayers only)

Please treat as Gift Aid donations all qualifying gifts of money made today and in the past 4 years ☐ in the future ☐
(from the date of this declaration)

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 25p of tax on every £1 that I give.

Signature Date

I wish to give by:

Cheque – I have enclosed a cheque payable to 'University of St Andrews' for £

Regular gift –

I would like to give £ every month ☐ year ☐ starting on the 1st ☐ or 15th ☐ of 20
month year

Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:



Development, University of St Andrews, Crawford Building, 91 North Street, St Andrews, Fife KY16 9AJ

Name and full postal address of your Bank or Building Society

To the Manager Bank/Building Society

Address

Service User Number

2	5	4	5	3	6
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Reference

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Name(s) of Account Holder(s)

.....

Branch Sort Code

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Bank/Building Society account number

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Instructions to your Bank or Building Society

Please pay the University of St Andrews Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand this Instruction may remain with the University of St Andrews and, if so, details will be passed electronically to my Bank or Building Society.

Signature

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Date

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Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

PLEASE RETAIN THE GUARANTEE BELOW

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 the University of St Andrews will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request the University of St Andrews 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 the University of St Andrews 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 the University of St Andrews asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

