



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

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

BW Foundation
 336 Pinner Road
 Harrow
 Middlesex
 HA1 4LB

Name(s) of Account Holder(s)

Bank or Building Society account number

Branch Sort Code
 _____ — _____ — _____

Name and full postal address of your Bank or Building Society
 To The Manager:
 _____ Bank/Building Society
 Address: _____

 _____ Postcode _____

Reference Number

Service User Number

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For FastPay Ltd Re BW Foundation Official Use Only
 This is not part of the instruction to your Bank or Building Society
Dear Customer: Please Complete Below for Our Records

Name: _____
 Address: _____

 _____ Postcode: _____
 Phone: _____
 Email: _____

Instruction to your Bank or Building Society

Please pay FastPay Ltd Re BW Foundation 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 FastPay Ltd Re BW Foundation and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

 Date

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

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, FastPay Ltd Re BW Foundation will notify you five working days in advance of your account being debited or as otherwise agreed. If you request FastPay Ltd Re BW Foundation 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 FastPay Ltd Re BW Foundation 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 FastPay Ltd Re BW Foundation 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.

I would like to donate to BW Foundation by Direct Debit via FastPay Ltd (see mandate overleaf)

the sum of: £10 £25 £50 £100 Other £.....

Every month/quarter/year * (delete as appropriate) One off donation

Starting on

Signature Date

Gift Aid declaration – for past, present & future donations

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.

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In order to Gift Aid your donation you must complete the form 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: BW Foundation – Registered charity in UK no. 1121549

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.

Donor's details

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

Full home address _____

Postcode _____

Email address _____

Date _____ Signature _____

Please return this form to: BW Foundation, 336 Pinner Road, Harrow, Middlesex. HA1 4LB

Please notify the charity or CASC 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.