



# St. Barbe Museum and Art Gallery

New Street, Lymington, Hampshire,  
SO41 9BH

Registered Charity No. 1018779



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

### Name and full postal address of your Bank or Building Society

To: *The Manager*

Bank/Building Society

Address

Postcode

### Name(s) of Account Holder(s)

### Bank/Building Society account number

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### Branch Sort Code

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### Service User Number

6	9	1	2	1	3
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CAF, Kings Hill, West Malling, Kent, ME19 4TA

### Instruction to your Bank or Building Society

Please pay St. Barbe/Charities Aid Foundation (CAF) 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 Charities Aid Foundation and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Please return this form to St. Barbe Museum, New Street, Lymington, Hampshire SO41 9BH

This is not part of the Instruction to your Bank or Building Society and must be detached by St. Barbe/CAF before submission to the Paying Bank.

### My Details

Name

Mr  Mrs  Ms  Other (Please Specify)

Address

Postcode

### Donation Details

I would like to make a regular donation of £ .....

Quarterly  Monthly  Annually Commencing

01 /  /  or  
15 /  /

### Gift Aid Declaration

I am a UK tax payer and would like St. Barbe to treat all donations I have made for the four years prior to this tax year and all donations I make from the date of this declaration until I notify you otherwise to be tax effective under the Gift Aid scheme. 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 St. Barbe 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.

Tick to apply

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, St. Barbe/CAF will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request St. Barbe/CAF 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 St. Barbe/CAF 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 St. Barbe/CAF asks you to
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Written confirmation may be required. Please also send a copy of your letter to us.