

**CARMELITE SPIRITUALITY GROUP – MANCHESTER**

*A recognised community of the Carmelite Charitable Trust – Charity No. 1061342*

Treasurer: Mr. Johan Bergström-Allen, More House, Heslington, York, YO10 5DX  
Tel: 01904 411521 Email: manchester@laycarmel.org

*Thank you for indicating that you would like to make regular donations by Standing Order to help fund the costs of Manchester Carmelite Spirituality Group. Please complete all sections of the mandate below and return it to the Treasurer at the address above so that we can prepare to receive your payments before forwarding the mandate to your bank. Please PRINT details clearly.*

**STANDING ORDER MANDATE**

Please tick the box if this replaces an existing Standing Order

To: (name and address of your Bank or Building Society)

\_\_\_\_\_  
\_\_\_\_\_

Please debit my Account Number \_\_\_\_\_ Sort Code \_\_\_\_\_

On (date) \_\_\_\_\_ with the sum of £ \_\_\_\_\_ and thereafter make

Monthly / Quarterly / Annual payments (please select one) until further notice

To: HSBC Bank, 13 Parliament Street, York, YO1 8XS, for the credit of  
Manchester Carmelite Spirituality Group, Account No. 64383516, Sort Code: 40-47-31

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (BLOCK CAPITALS) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Important! For BANK use only: Please quote SO-DONOR on all statements

*Gift Aid is a government scheme that increases the value of donations to charities by allowing them to reclaim basic rate tax on your gift. For most donors that means for every £1 you give, the Carmelites can claim an extra 25p from the government. To claim Gift Aid on your donation, please complete this form.*

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## **GIFT AID DECLARATION**

### ***Carmelite Charitable Trust - Charity No. 1061342***

Please treat as Gift Aid all qualifying gifts of money made (*tick as appropriate*):

Today and in the future     Today only     Today and in the past 4 years

I confirm I have paid, or will pay, an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April - 5 April) that is at least equal to the amount of tax that all the Charities or Community Amateur Sports Clubs that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT & Council Tax do not qualify. I understand the Carmelite Charitable Trust will reclaim 28p for every £1 given up to 5th April 2008 and 25p for every £1 given on or after 6th April 2008.

### **Please fill in your details in BLOCK CAPITALS**

Title \_\_\_\_\_ First Name(s) \_\_\_\_\_

Surname \_\_\_\_\_

Home address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please notify the Carmelite Charitable Trust if you want to cancel this declaration, change your name or home address, or 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. Thank you very much for your generosity.*