

# Standing Order Form



You can make a difference each and every day by giving a regular donation to Manchester Cares.

**MANCHESTER CARES**

To set up a regular standing order donation to Manchester Cares, please complete this form in **BLOCK CAPITALS** and return to: **Manchester Cares, c/o The Colony, 24 Hood Street, Manchester M4 6WX**

Once we have received the completed form we will keep a photocopy and send the original standing order form to your bank so that they can process the payments.

Title: _____	First name(s): _____	Surname: _____
Address: _____		
_____		Postcode: _____

**I would like to make a regular donation via standing order of:**

£4     £10     £20     Other (surprise us!)    £ \_\_\_\_\_ monthly

**OR**    £40     £80     Other (get you!)    £ \_\_\_\_\_ annually

Please debit the above amount from my account on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ and continuing monthly until further notice.

<b>To: The Manager</b>	
Your banks/building society address: _____	
_____	Postcode: _____
Name of account holder: _____	
Account no: _____	Sort Code: _____
Your signature: _____	Date: ____ / ____ / ____
Please pay MC Cares Limited on the above date and thereafter the same sum of installments. The Co-operative Bank, PO Box 101, 1 Balloon Street, Manchester, M60 4EP Account Number: 65499216, Sort Code: 08-92-99	

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## Make your donation go even further by completing this Gift Aid declaration

**Yes, I am happy for all gifts of money that I have made to Manchester Cares in the past 4 years and all future gifts of money that I make to be Gift Aid donations.**

I declare that I pay an amount of income tax and/or capital gains tax, that is at least equal to or higher than the tax claimed by all charities and CASCs from HM Revenue & Customs on my donation(s) in each tax year. I also understand that taxes such as VAT and Council Tax do not qualify. Manchester Cares will reclaim 25p of tax on every £1 you give.

**Please notify Manchester Cares 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.

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