

Direct Debit Donation Form

I wish to set up a Direct Debit for £..... monthly / quarterly / annually (please circle your preference) to the University of Bradford, commencing on 28 / / (please note - all direct debit donations start on the 28th of the month).

Name.....
Home address.....
.....
..... Postcode

Email

Telephone..... Job title

Bank Sort Code

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Originator Identification Number

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Bank / Building Society account number

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Name(s) of Account Holder(s)

Instructions to your Bank or Building Society

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

Name and full postal address of your bank

Signature(s)

Gift Aid declaration

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the University of Bradford from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

In order to Gift Aid your donation, you must tick the box and sign the declaration below:

I want to Gift Aid the donation detailed on this form and any donations I make in the future or have made in the past four years to the University of Bradford.

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.

Signature Date

Please notify the University of Bradford if you: 1. Want to cancel this declaration. 2. Change your name or home address. 3. No longer pay sufficient tax on your income and/or capital gains.

We will reclaim 25p of tax on every £1 you give. **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.**

The University of Bradford Reference Number (**office use only**)

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

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 Bradford will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request the University of Bradford 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 Bradford 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 Bradford 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 wish to make a gift to The University of Bradford to be used for the following purpose

(please tick one box):

Fiftieth Anniversary Scholarship Appeal

Braduate Fund:

Student Hardship

Student Resources and Student Life

To be used where the need is greatest

Your donation will be designated to the fund you have selected. If we need to reassign donations should we become unable to fulfil the purpose of the gift, wherever possible, this will be done in full consultation with you.

To give the University permission to mention your name and your donation in publicity, please tick this box (your gift will remain anonymous otherwise):

To receive information about leaving a gift to the University in your will, please tick this box:

The University abides by the Money Laundering Regulations 2003 and the Proceeds of Crime Act 2002. The University is a charity exempt from registration in England and Wales HMRC No. XN6997.

Please return this form to: Alumni and Development Office, Room Mezz 10, Richmond Building, University of Bradford, Bradford, West Yorkshire BD7 1DP