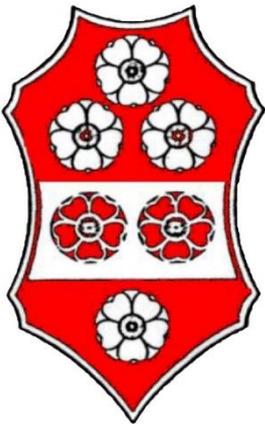




ST BARNABAS TUNBRIDGE WELLS

Giving for the Mission and Ministry of St. Barnabas Tunbridge Wells



St. Barnabas Church is at the heart of our community in Tunbridge Wells and has been a focal point in our community for more than 120 years. As well as on Sunday, the church and the church hall is used nearly every day by various groups such as uniformed organisations, Scouts, Cubs, Guides, Brownies and Rainbows and other charities and for local private events and of course for holding regular weekday mass. St Barnabas Parish School will also visit regularly and more recently our hall has been used as a winter night shelter. Clearly it is important to many in the community and your giving is also an important way of supporting this mission in our parish.

Fr. John Caster
St. Barnabas Church, Stanley Road,
Tunbridge Wells, Kent. TN1 2RH
www.st-barnabas.info
sbtwells@outlook.com

The details you complete on this form will remain confidential and will only be seen by the treasurer or an appointed gift aid officer.



This church relies on donations to stay open and provide care and support to everyone in this community. Now more than ever, please consider giving generously to support our mission and ministry. Thank you for your support.

Please contact Thomas Kempster, Church Warden, thomaskempster@yahoo.co.uk 07769970200 in order to arrange the return of this form or if you have any questions.

You can speed up the process and help us by creating a regular payment yourself in your own online banking facilities using our bank details below. But please let us know once you have done this so we can look out for the new payment.

(We will still need the gift-aid part of this form completed and returned to us so that we can claim Gift Aid on top of your donation as well, however this can follow at any time after you have created your payments).

It will greatly speed up the process by creating the regular payment now in your own online banking facility.

Our Bank Details for your giving are:-

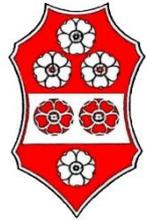
CAF Bank Ltd. 25 Kings Hill, ME19 4JQ

Sort Code:- 40-52-40 Account Number:- 00007344

for the credit of the St. Barnabas Church, Tunbridge Wells PCC.



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Each year we are able to claim back significant tax on the giving made to us. If you're a UK taxpayer, St Barnabas Church can reclaim the basic rate of tax you paid on your gift at no extra cost to you. That's 25p for every £1 you give.

Claiming gift aid back is a time consuming task which requires us by law to keep records up to date. To help make this process easier, we are computerising our system and bringing us in line with current recommendations issued by the Charities Commission and Rochester Diocese.

To help this process, please can you complete the tax declaration form below and return to our Treasurer, Tom Kempster, as soon as you can.

By completing this form we know that whatever donation you make to St Barnabas, via envelopes or standing order we can confidentially claim tax back increasing your donation at no further cost to you.

Confidentiality

It is also important that we create a system that is confidential for you as well. Once you have completed the form you will be given a gift aid ref number. From there on you will only need to write this number on the giving envelope. Important note, once you have received your number please do not add your name and address details to the giving envelopes.

The following pages

1/ Gift aid declaration:- It is essential that you complete this as soon as you can and return to Thomas Kempster 07769970200 who will provide you with a gift aid number.

2/ Standing order form:- it is worth considering using a standing order to make donations. It is a convenient way that helps the church understand its regular income. This does not have to be completed though, for more information please speak to Tom about this. *If you have already setup a regular payment yourself in your online banking facility then do not complete this section.*

PLEASE COMPLETE THE FORMS IN BLOCK CAPITAL LETTERS



Gift Aid declaration – for past, present & future donations

Please complete this declaration, regardless of whether you give by standing order or use gift envelopes. If you have already completed a form previously it is now time to supply us with a current declaration again, these are records that we need to hold by law.

Please treat as Gift Aid donations all qualifying gifts of money made

today in the past 4 years in the future

Please tick all boxes you wish to apply.

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 the charity 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.

Donor's details

Title ----- First name or initial(s) -----

Surname -----

Full home address -----

Postcode -----

Date -----

Signature -----

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.



STANDING ORDER (OPTIONAL)

This form allows for a convenient way for you to make regular donations. If you have an existing standing order you do not need to update your details unless you are changing the amount you are giving. If you would like to give by standing order please complete this as well as the above declaration form. **If you have already setup a regular payment yourself in your online banking facility then do not complete this section.**

Bank's name and address:-

.....

Name of Account to be debited:-.....

.....

Sort Code:-

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Account. No.....

Please transfer from my account, until further notice to:-

CAF Bank Ltd. 25 Kings Hill, ME19 4JQ

Sort Code:- **40-52-40** Account Number:- **00007344**

for the credit of the **St. Barnabas Church, Tunbridge Wells PCC.**

The sum of £(figures)

..... (words)

On the day of yearand the same sum

monthly on theof each subsequent month. This instruction cancels any previous order in favour of the beneficiary named above.

Signed:- **Date:-**

Address:-.....

.....**Post Code:-**.....

