



## Donation Form

### Your details

Full name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

We would like to contact you to provide updates on the impact of your gift and let you know how you can support our mission in the future. We endeavour to only contact you about fundraising occasionally and you can withdraw your consent at any time. If you are happy to hear from us, please tick the preferred method(s) below:

Post  Email  Telephone

### I would like to donate to:

Prince Philip Fund  *This is Engineering*  Africa Prize for Engineering Innovation

### I would like to make a single gift

Gift Amount:  £100  £250  £500  £1000  £2500  £5000 Other £

### Method:

Cheque (please make cheques payable to the **Royal Academy of Engineering**)

Bank Transfer (use our details below)

### The Royal Academy of Engineering

National Westminster Bank, Strand Branch

Sort Code: 60-40-05 Account Number: 01112511 Reference: please include your name and 'Donation'

Please debit my card:  Visa  Mastercard  Maestro

Card Number:            Expiry date: / Issue number (if applicable):

### I would like to make a regular gift

You can set up a regular gift via direct debit by filling in the form on the back page. We work with Charities Aid Foundation (CAF) to process direct debits and further information about this can be found on the form. Alternatively, set up your direct debit online by visiting: [www.raeng.org.uk/make-a-gift](http://www.raeng.org.uk/make-a-gift)

### Public recognition

I am happy for my name to be published in a list of benefactors or  I would like to remain anonymous

**Gift Aid: Boost your donation by 25p for every £1 you donate (UK taxpayers only) at no extra cost to you. Just complete this declaration.**

*giftaid it*

I would like The Royal Academy of Engineering to treat this donation and other donations I make from the date of this declaration until I notify you otherwise as a Gift Aid Donation. I confirm I am a UK taxpayer and have paid an amount of UK income tax or capital gains tax equal to any tax reclaimed by the Royal Academy of Engineering. I understand that if I pay less income/capital gains tax than the amount of Gift Aid claimed on all my donations in the tax year in which they are received, it is my responsibility to pay any difference and that I must notify the charity of any changes to my tax status, including changes to my name or address.

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

### Leaving a legacy

If you are considering leaving a legacy in your will, please let us know.

Send me more information about remembering the Academy in my will

I have already left a gift in my will to the Royal Academy of Engineering

### For any questions, please contact:

Telephone: +44 (0) 207 766 0645 Email: [development.team@raeng.org.uk](mailto:development.team@raeng.org.uk)

Royal Academy of Engineering, Prince Philip House, 3 Carlton House Terrace, London, SW1Y 5DG

The Royal Academy of Engineering will use the details you have provided in this gift form to process your donation. When the Academy collects personal information about you, it is legally obligated to keep this secure and to process it fairly.



# 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 Charities Aid Foundation 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)

Date (DD/MM/YYYY)

*Banks and Building Societies may not accept Direct Debit Instructions from some types of account*

*This is not part of the Instruction to your Bank or Building Society*

**My Details**

Name

Mr  Mrs  Ms  Other (Please Specify)

Address

Postcode

**Donation Details**

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

Monthly  Quarterly  Half Yearly  Annually Commencing

01 /   /     or

15 /   /

**Gift Aid Declaration**

Please Gift Aid this donation and any donations I make in the future or have made in the past 4 years. 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.

Please notify us if you want to cancel this declaration, change your name or home address or if you no longer pay sufficient tax on your income and/or capital gains.

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, Charities Aid Foundation will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Charities Aid Foundation 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 Charities Aid Foundation 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 Charities Aid Foundation 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.