

St John's College Donation form



How to support us

Your details Please write in BLOCK CAPITALS

Name:	
Address:	Email:
	Telephone:
	Matriculation year:
Postcode:	

I would prefer my name not to be published on any donor lists.

Your sponsorship

Please tick as appropriate:

- I would like to adopt a book for a donation of £5 a month/£15 a quarter/£60 a year.
- I would like to sponsor a shelf with a donation of £25 a month/£75 a quarter/ £300 a year.
- I would like to both sponsor a shelf and adopt a book with a donation of £30 a month/£90 a quarter/£360 a year.
- I would like to be contacted in order to arrange sponsoring more than one shelf or adopting more than one book.
- I would like to support the Library without taking part in the Sponsor a Shelf scheme.

To acknowledge your gift...

Those who choose to **adopt a book** will be acknowledged by having a bookplate containing their name or the name of a loved one inserted into a new book in a subject area of their choice. A new book, with bookplate, will be purchased each year for the duration of their support.

Those who choose to **sponsor a shelf** will be acknowledged by having their name or the name of a loved one inscribed on a shelf label in a subject area of their choice. This will be maintained for the duration of their support.

Subject area:
Name to be inscribed:

When completed please return this form to: Development Office, St John's College, Cambridge CB2 1TP
Tel: 01223 338700 • Fax: 01223 338727 • development@joh.cam.ac.uk * www.joh.cam.ac.uk

Payment details

Regular gift by Direct Debit

I would like to make a regular gift* of £

Monthly

Quarterly

Annually

*as directed overleaf.

Please collect this amount on the first of each month for years.

The first payment will be processed one month after the form is received.



INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

To the Manager of my Bank/Building Society

Name of Account(s) Holder(s)

Bank/Building Society

Address

Postcode

Service User Number: 431634

Instruction to your Bank or Building Society

Please pay St John's College, Cambridge 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 St John's College and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Branch sort code

Bank/Building Society account number

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

PLEASE DO NOT SEND THIS FORM DIRECTLY TO YOUR BANK

The Direct Debit Guarantee: The Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits. If there are any charges to the amount, date or frequency of your Direct Debit St John's College will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request St John's College to collect a payment of your Direct Debit, by St John's College 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 St John's College 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.

Single gift

Cheques/Cash/Postal Order/CAF Voucher

I enclose my donation of £

Please make cheques payable to St John's College

Credit card

Please charge my Visa

Mastercard

Maestro

Sorry, we do not accept American Express.

Card number

Issue number

Maestro only

Start date

/

End date

/

Security number

This is the last three digits of the number printed on the back of your card.

Amount £

Gift Aid declaration UK taxpayers only

I would like St John's College to treat this donation (and any other donations I may make from the date of this declaration until I notify you otherwise*) as a Gift Aid donation. I am a UK taxpayer.

giftaid it

Signed:

Date:

*You may declare that all future gifts you may make will be made as Gift Aid donations. This will maximise the value of your gift. You may delete this line if you wish.

I confirm I have paid or will pay an account 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.