



Tees Valley Wildlife Trust  
Margrove Heritage Centre  
Margrove Park  
Boosbeck  
Saltburn-by-the-Sea  
TS12 3BZ  
Tel: 01287 636382  
Website: www.teeswildlife.org  
Registered Charity Number: 511068

**Instruction to your Bank  
or Building Society to  
pay by Direct Debit.**



Service User Number:

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Reference Number:

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**Instruction to your Bank or Building Society:-** Please pay the Tees Valley Wildlife Trust 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 the Tees Valley Wildlife Trust and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s):-

Date:-

<b>Your Bank/Building Society:</b>	
<b>Bank/Building Society Address:</b>	
	<b>Postcode:</b>

<b>Name(s) of Account Holder(s)</b>

Bank/Building Account Number:-

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Branch Sort Code:-

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

**Charity Gift Aid Declaration - multiple donation**

**Boost your donation by 25p of Gift Aid for every £1 you donate.** Gift Aid is reclaimed by the charity 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 below:**

☐ I want to Gift Aid my monthly/annual donation of £ \_\_\_\_\_ and any donations I make in the future or have made for the past 4 years to:  
**Tees Valley Wildlife Trust.** I am a UK tax payer and understand that if I pay less Income Tax and/or Capital Gains in each tax year than the amount of Gift Aid claimed on my donations in that tax year, it is my responsibility to pay any difference. I agree to notify **Tees Valley Wildlife Trust** if I no longer pay sufficient tax, want to cancel this declaration or if I change my name and/or address.

**My details**

Title	First name	Surname
Title	First name	Surname
Full home address		
Postcode	Tel	
Email	Date	

Individual <input type="checkbox"/>	Family with Watch (max. 4 children) <input type="checkbox"/>	Child's Name and Surname	Sex M / F	D.O.B.
Joint/family <input type="checkbox"/>				
Senior Citizen/ Unwaged/Student <input type="checkbox"/>	Watch (1-4 children, 1 set publications) <input type="checkbox"/>			
Life Member <input type="checkbox"/>				

Thank you for joining the Tees Valley Wildlife Trust. For membership enquiries please contact Jody Brown - tel: 01287 636382

**Direct Debit Guarantee - this should be detached and given to the Payer**

- The Guarantee is offered by all banks and building societies that accept instruction to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit **Tees Valley Wildlife Trust** will notify you (normally 10 working days) in advance of your account being debited or as otherwise agreed. If you request the organisation to collect a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit, by **Tees Valley Wildlife Trust** 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 **Tees Valley Wildlife Trust** 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 inform **Tees Valley Wildlife Trust**.



## GIFT AID TERMS & CONDITIONS

- 1 If your declaration covers donations you may make in future:
  - please notify Tees Valley Wildlife Trust if you change your name and address while the declaration is still in force
  - you can cancel the declaration at any time by notifying Tees Valley Wildlife Trust - it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
- 2 You must pay an amount tax and/or capital gains tax at least equal to the tax that Tees Valley Wildlife Trust reclaims on you donations in the tax year (currently 25p for each £1 you give).
- 3 If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that Tees Valley Wildlife Trust reclaims, you can cancel your declaration (see note 1).
- 4 If you pay tax at the higher rate you can claim further tax relief in you Self Assessment tax return.
- 5 If you are unsure whether your donations qualify for Gift Aid tax relief pleas ask your local tax office for leaflet IR113 *Gift Aid*.

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