



Completion Guide

to
Filling in the Direct Debit
and
Single donation Form

The form is divided up into six parts:

<p>The Freemasons' Grand Charity</p> <p>(Registered Charity No. 281942)</p> <p>Please fill in the whole form using a ball point pen and send to: The Freemasons' Grand Charity, 80 Great Queen Street, London WC2B 5AZ.</p> <p>Name and full postal address of your bank or building society</p> <hr/> <p>To: The Manager Bank/Building Society</p> <hr/> <p>Address</p> <hr/> <p>Postcode</p> <hr/> <p>Name(s) of Account holder(s)</p> <hr/> <p>Bank/Building Society Account Number</p> <table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> <p>Branch sort code</p> <table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td> </tr> </table> <p>Banks and building societies may not accept Direct Debit instructions for some types of account</p>														<h2 style="text-align: center; margin-bottom: 20px;">Instruction to your Bank/Building Society to pay by Direct Debit</h2> <p>Service user number</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="padding: 5px;">9</td> <td style="padding: 5px;">2</td> <td style="padding: 5px;">6</td> <td style="padding: 5px;">0</td> <td style="padding: 5px;">9</td> <td style="padding: 5px;">6</td> </tr> </table> <p>Reference number</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td><td style="height: 20px;"></td> </tr> </table> <p>Instruction to your bank or building society</p> <p>Please pay The Grand Charity of the United Grand Lodge of England 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 Grand Charity of the United Grand Lodge of England and, if so, details will be passed electronically to my bank/society.</p> <p>Signature(s)</p> <hr style="margin-top: 20px;"/> <p>Date : <input type="text"/> / <input type="text"/> / <input type="text"/></p>	9	2	6	0	9	6															
9	2	6	0	9	6																														

[illegible]

Single Donations into the Relief Chest
for the Province of West Lancashire
Masonic Charitable Foundation
2021 Festival

Please tick one or more of the following as applicable:

☐ I enclose a cheque payable To The Freemasons' Grand Charity
for the sum of £ .

☐ I made a donation of £ .
on or after / /

Please allocate this Single Donation to:

Lodge/
Chapter name

Lodge/
Chapter No.

Relief Chest No. **FEST2021**

The Province of West Lancashire
Masonic Charitable Foundation 2021 Festival

Gift Aid

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

If you are a UK tax payer, under the Government's Gift Aid Scheme, the Relief Chest Scheme of The Freemasons' Grand Charity (Registered Charity Number 281942) can reclaim the tax you have already paid on your donation and add it to the value of your gift.

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.

DECLARATION


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.

In order to Gift Aid your donation you must tick the relevant box(es) below.

☐ on this donation only
 ☐ for the next 4 years
 ☐ in the future

Please notify us if you:

1. Want to cancel this declaration
2. Change your name or your home address
3. No longer pay sufficient tax on your income and/or capital gains.



00001081092016

Date: / /

Personal Details:

Please enter your name and address IN FULL using BLOCK CAPITALS:

Title: ☐ Mr ☐ Mrs ☐ Dr ☐ Other (.....)

Surname:

Forename(s):

Address:

Postcode:

Telephone:

Signature _____

To sign up for a direct debit, a member must fill in Part 1, Part 2, Part 3 and Part 6. If he wishes to Gift Aid his donations then also fill in Part 5. Tax relief will go directly to the MCF 2021 Festival Chest.

What monthly direct debit amount should be considered for immediate jewel patronage?

£5 per month = Steward
 £10 month = Vice Patron
 £15 month = Patron
 £25 month = Grand Patron.

As the festival is set for a 4 year period these monthly amounts required assume a direct debit mandate period of 4 years.

Part 1

The Freemasons' Grand Charity

(Registered Charity No. 281942)

Instruction to your Bank
to pay by Direct Debit

Please fill in the whole form using a ball point pen and send to:
 The Freemasons' Grand Charity, 60 Great Queen Street, London WC2B 5AZ

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

--	--	--	--	--	--	--	--	--	--

Branch sort code

--	--	--	--	--	--

Banks and building societies may not accept
Direct Debit instructions for some types of account

This part must contain his own bank details e.g. Barclays Bank, Fishergate Branch, Preston.

It must also have the Account Name as it appears on statements or cheques, along with the Account Number and the Sort Code.

Part 2 must also be completed:

Bank/Building Society
Direct Debit



Service user number

9 2 6 0 9 6

Reference number

/

Instruction to your bank or building society

Please pay The Grand Charity of the United Grand Lodge of England 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 Grand Charity of the United Grand Lodge of England and, if so, details will be passed electronically to my bank or building society.

Signature(s)

Date :

/ /

This is the mandate from the donor to his bank and must have along with the Account Number and the Sort Code his signature.

Part 3 is the part that states what he wishes to donate on a regular basis:

**Regular Donations into the Relief Chest
for the Province of West Lancashire
Masonic Charitable Foundation
2021 Festival**

I promise to pay you the actual sum of £ .

every Month ☐ Year ☐ months ☐ 6 months ☐

Payments are to start on /

(This date must be at least two months after the date that you sign the form)

and are to continue for a period of three ☐ four ☐ five ☐

or years thereafter until my death, but never is earlier

Please allocate this Regular Donation to

Lodge/
Chapter name

Lodge/
Chapter No. Relief Chest No. **FEST2021**

**The Province of West Lancashire
Masonic Charitable Foundation 2021 Festival**

This must be filled in and the start date, monthly box, and period of time e.g. four years must be ticked. The members Lodge or Chapter must also be completed then we can accurately identify him.

Start date for payments must be 2 months after the date of signature to allow time for process.

Part 5. is the part that states he is a Tax payer and wishes his donations to attract Gift Aid

Gift Aid

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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.

DECLARATION


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.

In order to Gift Aid your donation you must tick the relevant box(es) below.

☐ on this donation only ☐ for the next 4 years ☐ in the future

Please notify us if you:

1. Want to cancel this declaration
2. Change your name or your home address
3. No longer pay sufficient tax on your income and/or capital gains.



Date: / /

Note: The Gift Aid will go directly to the MCF 2021 Festival Chest.

Part 6 are his personal details so we get the correct mason in his correct Lodge or Chapter.

Personal Details:

Please enter your name and address IN FULL using BLOCK CAPITALS:

Title: ☐ Mr ☐ Mrs ☐ Dr ☐ Other (.....)

Surname:

Forename(s):

Address:

Postcode:

Telephone:

Signature

All details must be completed and he **MUST** sign it at the bottom to complete the Direct Debit mandate.

When the form has been completed by the member it should be given to the Lodge / Chapter Charity Steward, who will pass it to the Group Charity Steward, who will pass it to the Regional Charity Steward, who will pass it on to the 2021 Festival Secretary.