



Title: \_\_\_\_\_ Full Name: \_\_\_\_\_ Matriculation Year: \_\_\_\_\_

Residential address: \_\_\_\_\_

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

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

The names of donors are acknowledged in the Annual Report. Please tick here if you wish your gift to remain anonymous.

I am a US Tax payer and would like to receive details of how to make a 501(c)(3) donation.

**SINGLE GIFTS**

I would like to make a single gift of £ \_\_\_\_\_ by cheque or CAF voucher payable to Selwyn College, Cambridge (we are unfortunately unable to accept CAF card donations)

Or please debit my Credit/Debit card as follows:

Card type (MasterCard/Visa etc): \_\_\_\_\_ Card no: \_\_\_\_\_

Valid From: \_\_\_\_/\_\_\_\_ Expiry \_\_\_\_/\_\_\_\_ Issue no: \_\_\_\_ (Maestro only) Security Number: \_\_\_\_\_ (3 digits on back of card)

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

Directed towards:  Where it is most needed  Student Support  College Teaching  Library  Other \_\_\_\_\_

**I would like to:**

Receive information about leaving a legacy to Selwyn Library  Make a gift of shares (Please enclose information)

**REGULAR DONATIONS**

I would like to make a regular Direct Debit\*/Give as You Earn\*\* donation of £ \_\_\_\_\_  monthly  quarterly  half-yearly  annually  
 Commencing 01/ \_\_/ \_\_\_\_ \*Instalments cannot exceed £3,000 \*\*Give as you earn gifts must be arranged with your employer by you- Do not fill in bank details.

Directed towards:  Where it is most needed  Student Support  College Teaching  Library  Other \_\_\_\_\_

Name & Full Address of your Bank/Building Society \_\_\_\_\_

Name(s) of Account Holder(s) \_\_\_\_\_

Bank/Building Society Account Number Branch Sort Code Signature(s): \_\_\_\_\_

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

Service User Number: 429690

**Instruction to your Bank or Building Society** Please pay CTT Charity Payments Direct Debits, from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. (CTT Charity Payments process Direct Debits on behalf of Selwyn College). I understand that this instruction may remain with CTT Charity Payments and if so, details will be passed electronically to my Bank/Building Society. *Banks and Building Societies may not accept Direct Debit Instructions from some types of account*

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

In order to Gift Aid your donation you must tick the box below and fill in your details:



I want to Gift Aid my donation of £ \_\_\_\_\_ e.g. £20 p/m and any donations I make in the future or have made in the past 4 years to Selwyn College, Cambridge.

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.

Title: \_\_\_\_\_ Full Name: \_\_\_\_\_

Residential address: \_\_\_\_\_

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

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

Please notify the charity 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.



**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 Selwyn College will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request CTT Charity Payments 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 CTT Charity Payments 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 CTT Charity Payments 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.