

## My Stewardship Pledge to St James' Church for 2022

Please complete and return to the Treasurer, Sue Wilson, via the Church Office, pigeon holes or email.

**Instructions:** Section 1 should be completed by all. Section 2 only needs to be filled in by those who have not previously completed a Gift Aid declaration form. Section 3 should be completed if you wish to arrange or change a Standing Order and should be sent to your bank.

### Section 1: MY GIVING

I wish to give the following amount to St James' Church, [beginning from .....]

£ ..... per week/month/quarter/year (please delete as appropriate)

Title ..... Surname ..... Forename .....

Address: .....

Postcode: ..... Tel: .....

Email: .....

In compliance with Data Protection requirements, we will only use this data in accordance with the permitted purposes, specifically to plan our finances and maintain accounts and records (including the processing of gift aid applications).

For those not paying by bank standing order, do you want to give via the envelope scheme? YES/NO (Note: if yes, the Treasurer will provide you with an annual envelope pack).

If you pay by standing order, please contact your bank if you need to set up or amend your standing order (see attached form which can be used for this, or you can do this via your mobile banking app).

### Section 2: GIFT AID DECLARATION

**FOR COMPLETION IF YOU ARE ELIGIBLE FOR GIFT AID AND HAVE NOT ALREADY COMPLETED A FORM – IF UNCERTAIN PLEASE COMPLETE**

I want St James' Church to reclaim tax on all donations I have made to St James' Church since .....\* and on all donations I make from the date of this declaration until further notice.

I note that I should pay an amount of income tax or capital gains tax at least equal to the tax that the Church reclaims on my donations (25p for each £1 you give)

Signed ..... Print Name ..... Date .....

Note: You can cancel this declaration at any time. Please notify the Church if you no longer pay sufficient tax, or if you change your name or address

\* The Church must make any claim within 6 years.

For further information, please contact our Treasurer, Sue Wilson, on 01223 247507 or [sue@wilsontudorhouse.plus.com](mailto:sue@wilsontudorhouse.plus.com) or leave a message in the Church Office. Sue will be happy to discuss any questions about Gift Aid or other tax efficient ways of giving. A copy of our accounts and budget is on display on the noticeboard, and included in the annual Parish Meeting papers. Please ask Sue if you would like a further copy.

**Section 3: BANK STANDING ORDER - PLEASE SEND TO YOUR BANK**

To: The Manager ..... [bank/building society name]

Address of bank: .....

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Please pay to the account of St James' Parochial Church Council at Barclays Bank plc,  
9-11 St Andrews Street, Cambridge, CB2 3AA

Sort code: **20-17-19** Account no: **70518069**

Please use my name as the Standing Order reference

The sum of £ ..... (figures) .....(words)

On the ..... day of ..... (month & year)

and on the same date in each succeeding month/quarter/year\* until further notice.

*\* delete as applicable*

Please debit my account no: ..... (sort code .....)

with each payment made

Please cancel any previous standing order to St James' Church, Cambridge

Signature ..... Print name.....

Date: .....

Address and post code .....

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