THE Leys DONATION & UPDATE FORM

| YOUR DETAILS | REGULAR GIFT BY DIRECT DEBIT | | | | | | | |
|--|---|--|--|--|--|--|--|--|
| Name: | I wish to make a monthly/quarterly/annual gift and I have completed the Direct Debit Instruction overleaf. | | | | | | | |
| Start year & house: | £20 a month £30 a month £40 a month | | | | | | | |
| Address: | £50 a month £75 a month £100 a month | | | | | | | |
| Post Code: | Other: \$ a (frequency) | | | | | | | |
| Telephone: | Starting from the 1st day of: | | | | | | | |
| E'mail: | Month: Year: | | | | | | | |
| GIFT AID DECLARATION | (Please note that giving forms received after the 1st of the month will not be processed till the following month) | | | | | | | |
| Please treat as Gift Aid donations all qualifying gifts of money made | SINGLE GIFT | | | | | | | |
| today in the past 4 years in the future | I wish to give: ⊊ | | | | | | | |
| Please tick all boxes you wish to apply. | Method of payment: | | | | | | | |
| I confirm I have paid or will pay an amount 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 | Credit/Debit Card Charity Voucher | | | | | | | |
| 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 | Cheque payable to The Leys School Credit/Debit Cardholder's Name: | | | | | | | |
| 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. | | | | | | | | |
| Signature: | | | | | | | | |
| Date: | Card Number: | | | | | | | |
| Higher rate tax payers can claim tax relief in their self-assessment tax return. | Expiration Date: / | | | | | | | |
| The second secon | 3 digit Security Code: Issue Number: | | | | | | | |
| CONSENT TO CONTACT | For Bank Transfers please use Development Office Account | | | | | | | |
| The Leys School is keen to maintain its relationship with you and to | 40-51-62 / 51894714 | | | | | | | |
| keep you updated about the School. In order to email you information (such as fundraising, event details and newsletters), we need your | I WOULD LIKE MY GIFT TO BENEFIT | | | | | | | |
| prior consent to do so. Please indicate below if you are happy to be | | | | | | | | |
| contacted by email. | Bursaries Unrestricted | | | | | | | |
| I consent to The Leys School contacting me via email regarding school marketing purposes. | Other (please specify below) | | | | | | | |
| I do not consent to The Leys School contacting me via email regarding school marketing purposes. | | | | | | | | |
| You may withdraw your consent to be contacted at any time in the future by contacting the Development Office using the details below: | THANK YOU | | | | | | | |
| Address: The Leys, Trumpington Road, Cambridge CB2 7AD development@theleys.net Telephone: 01223 508927 | When completed and signed, please send this form to: The Development Office, The Leys, Cambridge, CB2 7AD. Please do not send the Direct Debit directly to your bank. | | | | | | | |

Data Protection

Please be aware that any email communication made with you

before your withdrawal of consent will still be valid.

The personal data supplied in this form will be held by The Leys School in accordance with data protection legislation. This data will be processed for alumni, school administration, management purposes and in order to comply with legal duties. This data will be kept securely and some data may be kept indefinitely. Please see the School's Privacy Notice for Old Leysians and Other Supporters for more information, which is available on the School website..

Charity Number 1144035





Instruction to your bank or building society to pay by Direct Debit

| Please fill in the whole form using a blue or black pen and send it to: | Servi | ce us | er nui | mber | | | | | |
|--|------------------|--------------------|--------------------|-------------------|-------------------|---------------------|---|------------------------|---------------------|
| | 8 | 3 | 7 | 4 | 2 | 1 | | | |
| The Leys | | | F0F |) TI IF | 1 5 / 0 | 05510 | | N. II. V | |
| Cambridge | This | is not | | | | | IAL USE C our bank o | | society. |
| CB2 7AD | | | | | | | | | |
| | | | | | | | | | |
| Name(s) of account holder(s) | | | | | | | | | |
| | | | | | | | | | |
| Bank/building society account number | | | | | | | | | |
| | | | | | | | | | |
| Branch sort code | lm alm | 4: | 4 | | | المائد ما | | L . | |
| | | | _ | | | | ing societ m the acco | _ | ed in thi |
| Name and full postal address of your bank or building society | Instrud Guara | ction s ntee. I | ubject under | to the stand | safeg that th | uards a is Instr | assured by uction may electronica | the Directory remain w | t Debit vith The |
| To: The Manager Bank/building society | buildir | | | | · | | | | |
| Address | Signati | ure(s) | | | | | | | |
| | | | | | | | | | |
| Postcode | Date | | | | | | | | |
| Reference (to be completed by The Leys) | | | | | | | | | |
| | Banks Instruc | and b | uilding for soi | g socie me typ | ties m es of a | ay not | accept Dire | ect Debit | |

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 The Leys will notify you 5 working days in advance of your account
 being debited or as otherwise agreed. If you request The Leys 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 The Leys 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 The Leys 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.