Lincolnshire
COMMUNITY FOUNDATION

New Standing Order Instruction
Please complete this form in BLOCK CAPITALS and in black ink

To:

Please set up the following Standing Order and debit my/our account accordingly

1. Account details

Account Name:

Account Number:

Account Holding Branch:

Sort Code:

2. Payee details

Name of person or organisation you are paying:

Lincs CF

Payment reference (if known) - this appears on the bank statement of the person or organisation you wish to pay:

LCF /

Sort code:

60 13 15

Account number:

43502008

3. About the payment

How often are the payments to be made

☐ Weekly   ☐ Two Weekly   ☐ Four Weekly   ☐ Monthly

☐ Quarterly   ☐ Half Yearly   ☐ Yearly

Date and amount of first payment:
(please allow 3 working days for receipt)   £

Date and amount of ongoing payments:
(If different from the first payment)   £

Choose one of the following two options:

1. Date and amount of final payment   £

2. Until further notice   ☐ Payments will be made until you cancel

4. Confirmation
Customer signature(s)

Date

5. Gift Aid

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☐ I am a UK taxpayer and I would like Lincoln Community Foundation to treat any personal donations* I make in the future and have made in the past 4 years as Gift Aid donations, until I notify you otherwise. With this declaration, Lincoln Community Foundation can reclaim 25p of tax on every £1 that I give. I 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.

☐ No, I am not eligible to Gift Aid my donations.

We need your full name and home address to allow us to claim Gift Aid.