

GIVING

GIVING BY STANDING ORDER

If you would like to give by standing order, please complete the Banker's Order contained in this document. If you are a taxpayer, please also complete the Gift Aid Declaration as this will enable us to claim an extra 25p for every £1 you give.

THE BENEFITS TO YOU:

1. It enables you to work out how much you want to give each month or each year. Once set up this arrangement continues automatically until you want to change it.
2. You don't need to remember to bring cash or a cheque book to church, because your giving will happen automatically.
3. It helps you keep track of how much you are giving, because it automatically appears on your bank statement.
4. You can stop giving in this way at any time, should you wish to, by simply informing the church and your bank.

THE BENEFITS TO THE CHURCH:

1. It enables us to budget and plan ahead more effectively, knowing the regular amounts coming in.
2. It enables your giving to automatically register on the computerised accounts and the church bank statements.

GIVING BY CASH OR CHEQUE

If you prefer, you can give by cash or cheque, payable to Derby Vineyard Church. If you intend to give in this way and are a taxpayer, please complete the Gift Aid Declaration form only as this will enable us to claim an extra 25p for every £1 you give.

FREQUENTLY ASKED QUESTIONS

WHY SHOULD I FILL IN A GIFT AID DECLARATION?

Filling in the Gift Aid Declaration will enable us to claim back 25p for every £1 given from HM Revenue and Customs (this is the amount of tax at the basic rate you will have paid on the money you are giving). As you can imagine, this provides a significant increase in the church's income in return for a little paperwork. Please don't complete the Gift Aid Declaration if you are not a taxpayer.

CAN I ARRANGE A STANDING ORDER DIRECTLY WITH MY BANK?

Most banks will allow you to arrange a Standing Order over the phone or on the internet. This is the most convenient way from our point of view. Simply let us know so that we can plan to make the most of your gift. The bank's details are over leaf. Please let us have the Gift Aid Declaration.

WHAT IF MY FINANCIAL CIRCUMSTANCES CHANGE SUCH THAT I WISH TO REDUCE OR STOP MY GIVING?

By completing these forms, you are simply stating your intention to give to Derby Vineyard. If your circumstances change, you are free to stop or reduce your giving; we just ask you to inform us in writing. The same applies if you choose to leave the church. You will need to contact your bank to cancel your standing order. To reduce your standing order you can either complete a new standing order form for the reduced amount or contact your bank.

WHAT IF I'D LIKE TO INCREASE MY GIVING?

Just fill in a new standing order form, or increase your cash or cheque donations as appropriate. If you have previously completed a Gift Aid Declaration it will automatically cover you for the new amount.

WHAT IF I CEASE TO BE A TAXPAYER?

Let us know immediately so that we can cease claiming tax back from HM Revenue and Customs at the appropriate point in the tax

year (we may be able to claim tax back on gifts after your change in circumstances, due to the amount of tax you may have already paid that year).

HOW OFTEN SHALL I MAKE PAYMENTS?

Monthly is preferable for us as it makes financial management easier. You can also give weekly, quarterly or annually by standing order and at anytime by cheque or cash.

WHAT IF I WISH TO GIVE AN ADDITIONAL ONE-OFF GIFT?

This is fine and can be made for any amount. The Gift Aid Declaration you have completed means that we are able to claim the tax you have paid on any amount you give.

IF I GIVE BY CASH OR CHEQUE, HOW DO I ENSURE THE TAX CAN BE CLAIMED BACK ON MY GIFT?

We need to know who a gift has come from to be able to claim the tax back so please name your gifts if you would like us to do this. You will also need to complete the Gift Aid Declaration contained in this document (you only need to do this once, not for every gift).

WHAT HAPPENS TO THE MONEY I GIVE?

Stewarding the Lord's money well is a high priority for Derby Vineyard. Every effort is made to ensure money is used responsibly and wisely. Checks are in place to prevent wastage or theft.

As a Charitable Trust, we are governed by Charity law. Our accounts are submitted annually, and our Trustees (who receive copies of the income and expenditure) ensure the money is used for the purpose for which it was given.

THANK YOU FOR YOUR GENEROSITY,



BANKER'S ORDER

Please complete **both blue** boxes and **one green** box.
Please complete in BLOCK CAPITALS.
To the manager (your bank's name and address):

.....
.....
.....
..... Postcode.....

Please pay to:
The Co-operative Bank, PO Box 250, Delf House, Skelmersdale, Lancashire WN8 6WT.
Sort code: 08-92-99 Account Number: 65199817
Account Name: Derby Vineyard

NEW PAYMENT (only complete if this is a new standing order).
the sum of £..... (figures)
£..... (words)
Commencing on (date), and
MONTHLY (PREFERABLE)/ WEEKLY/ QUARTERLY/ ANNUALLY
(please delete as appropriate) until further notice.

AMENDED PAYMENTS (only complete if you are amending an existing standing order).
This standing order replaces the previous standing order in favour of Derby Vineyard, for the sum of
£
MONTHLY/WEEKLY/QUARTERLY/ ANNUALLY

Name
Name of account (if different).....
Account No.....
Sort Code.....
Home Address.....
.....
.....
Postcode.....
Signed.....
Dated (today's date).....

YOUR NAME AND ADDRESS WILL BE RETAINED ON COMPUTER FOR USE BY DERBY VINEYARD

GIFT AID DECLARATION

Name of charity:
Derby Vineyard
Charity number: 1124578

Details of donor

Title:.....
Forename(s).....
Surname.....
Address.....
.....
.....
Postcode.....

Please treat as gift aid donations all gifts I have made to Derby Vineyard in the past 6 years and all donations I make from the date of this declaration until I notify you otherwise.

Signed.....
Date.....

PLEASE NOTE

- 1. If your annual earnings are less than the amount of your total gift aided donations in any one year please let us know.
- 2. You can cancel this declaration at any time by notifying us in writing.
- 3. You must pay an amount of income tax and/or capital gains tax, at least equal to the tax that we reclaim on your donations in the tax year (currently 25p for each £1 you give).
- 4. If, in the future, your circumstances change and you no longer pay tax on your income and / or capital gains equal to the tax on your donations, you can cancel this declaration.
- 5. Please let us know if you change your name or address.

PLEASE RETURN TO DERBY VINEYARD, 25 Park Grove, Derby, DE22 1HE

T: 01332 602 956

E:andrew@derbyvineyard.com

W:www.derbyvineyard.com



GIVING FINANCIALLY TO THE CHURCH

Guidance notes and forms for first-time givers and for updating your giving.

www.derbyvineyard.com