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## FRIENDS OF THE CITIZENS FOUNDATION LTD (FTCF)

UK Registered Charity No. 1087864, UK Company No. 4075959

*Yes, I would like to make a one off donation to FTCF.*

You may if you wish tick one of the boxes below

- I would like to make a charitable donation to FTCF  
 I would like to pay my Zakat/Sadaqa to FTCF

Please find my cheque enclosed for £.....

**(Please make cheques payable to Friends of The Citizens Foundation)**

**Please debit my credit card for £.....**

- Visa       MasterCard       Maestro/Switch       American Express  
(Please tick box)

Card Number: .....

Expiry Date: ..... Valid from date: ..... Issue No: (Maestro/Switch cards only) .....

Card Security Code (CSC)

The last 3 numbers at the back of your card (4 numbers for an Amex card): .....

Your name: .....

Address: .....

.....Post code: .....

Telephone: .....Email: .....

Date \_\_ / \_\_ / \_\_ Signature.....

I am happy for FTCF to email me details periodically about their work, events and activities.  (Please tick box)

If you pay UK Income Tax or Capital Gains Tax, your donations to FTCF can be worth at least 25% more, at no extra cost to you. With Gift Aid, for every £1 you give to FTCF, we can claim an extra 25p from the Inland Revenue. Currently, the government adds a further 3p so FTCF will receive an additional 28p.

I am a UK taxpayer and would like to Gift Aid all the donations I've made to Friends of The Citizens Foundation in the last six years and all the donations I make in the future, until I notify you otherwise.

Just tick the box – it's that simple!

To qualify for Gift Aid, you must pay an amount of tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations (currently 25p for each £1 you give).

Please send your completed form and gift to:

Friends of The Citizens Foundation, Suite 420, Regent House Business Centre, 24-25 Nutford Place, Marble Arch W1H 5YN

*On behalf of all the deserving children we help, thank you.*



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**Standing Order Instruction Form**

*Yes, I would like to make a regular gift to Friends of The Citizens Foundation.*

To The Manager of: \_\_\_\_\_ Bank

Address: \_\_\_\_\_ With reference to: \_\_\_\_\_

\_\_\_\_\_ Account name: \_\_\_\_\_

\_\_\_\_\_ Account number: \_\_\_\_\_

\_\_\_\_\_ Post code \_\_\_\_\_ Sort code: \_\_\_\_\_

Please pay the sum of £\_\_\_\_\_.00 (\_\_\_\_\_ pounds) on the \_\_\_\_\_ day

of each month commencing \_\_\_\_\_ until further notice from the above account to:

Account name: **Friends of the Citizens Foundation Limited**

Bank: **HSBC Bank plc**

Sort code: **40-04-12**

Account number: **71415255**

Your name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post code \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Please complete this form and post to:

**Suite 420, Regent House Business Centre, 24-25 Nutford Place, Marble Arch W1H 5YN**

If you are a UK tax payer please also complete the **GIFT AID DECLARATION** form and return to FTCF.

For Bank use only:

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# FRIENDS OF THE CITIZENS FOUNDATION LTD (FTCF)

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## GIFT AID DECLARATION FORM

Details of donor:

Title ..... Forename(s) ..... Surname .....

Address.....

.....

.....Post Code .....

If you pay UK Income Tax or Capital Gains Tax, your donations to Friends of The Citizens Foundation can be worth at least 25% more, at no extra cost to you. With Gift Aid, for every pound you give to FTCF, we can claim an extra 25 pence from the Inland Revenue. Currently, the government adds a further 3p so FTCF will receive an additional 28p for every £1 you donate.

**Sign now to make your gift tax effective.** I am a UK taxpayer and would like to Gift Aid all the donations I've made to Friends of The Citizens Foundation in the last six years and all the donations I make in the future, until I notify you otherwise.

Date \_\_\_/\_\_\_/\_\_\_ Signature \_\_\_\_\_

### Notes:

1. To qualify for Gift Aid, you must pay an amount of tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations (currently 25p for each £1 you give).
2. You can cancel this declaration at any time by notifying the charity.
3. If you pay tax at the higher rate you can claim further tax relief in your Self-Assessment tax return.
4. Please notify the charity if you change your name or address.

*Thank you.*