

Standing Order Form

You can either take/post this form to your bank and ask them to set up a standing order manually, or if you use internet banking, you can set up a standing order yourself (which should only take a minute). MHRUK bank details are below.

YOUR ACCOUNT DETAILS

To: (insert name and address of your bank): _____

Sort Code: ____/____/____ Account No: _____

Account Name: _____

I/We authorise you to debit my/our account in accordance with the following instructions:

Please pay a regular gift of £ _____

(please also state the amount in words) _____ to **Mental Health Research UK**
(or MHRUK)

Please start on ____/____/____ and pay each month until further notice.

Signature: _____

Date: ____/____/20____

Name: _____

MHRUK Bank details: The CAF Bank

Sort code:40-52-40

Account: 00017293

You will usually have to allow three working days from the date entered for a standing order to be set up, to reach the recipient.

N.B.: Please do not forget to fill in a Gift Aid form (next page) as well, which can be printed and scanned and emailed to David Pugh at trustees@mentalhealthresearchuk.org.uk or sent to him at **MHRUK, The White House, 16 Glenfield Frith Drive, Glenfield, Leicester, LE3 8PQ.**

Gift Aid declaration – for past, present & future donations

Mental Health Research UK

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Please treat as Gift Aid donations all qualifying gifts of money made:

today in the past 4 years in the future

Please tick all boxes you wish to apply.

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 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 other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I have given.

YOUR DETAILS

Title: (Mr/Mrs/Dr etc) _____ Name: _____

Address: _____

Post code: _____

Phone: _____ Email: _____

Signature: _____ Date: ____/____/20____

Please notify **MHRUK** if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains.

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Please print, scan and email this form to David Pugh at trustees@mentalhealthresearchuk.org.uk or post to him at MHRUK, The White House, 16 Glenfield Drive, Leicester, LE3 8PQ.