

Community  
Legal Service



## Citizens Advice Bureau in Swale

17 Station Street  
Sittingbourne  
Kent  
ME10 3DU



Tel: 0870 121 2105  
Fax: 01795 431315

# Application to become a Friend of Citizens Advice Bureau in Swale

Name \_\_\_\_\_

Organisation (if relevant) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

Please Sign \_\_\_\_\_ Date \_\_\_\_\_

It is easier for the Citizens Advice Bureau in Swale if you make your contribution by standing order. The donations are: -

Individual - £20 P/A

Family - £30 P/A

Corporate/Organisation - £40 P/A

Concessions - Donation at your discretion.

Your bank details:

Name of Bank:	_____
Address:	_____ _____
Account Number:	_____
Your Bank Sortcode:	_____
I authorise my bank to pay £_____ per annum to Citizens Advice Bureau in Swale from _____ (insert date you want the order to commence).	
Bank Name & Address:	Lloyds TSB plc 125 High Street Sittingbourne Kent ME10 4BD
Account No: 0984174	Sort Code: 30-18-06
Signature	_____
Date	_____

## GIFT AID

If you are a tax payer you can increase the value of your contribution to us by a further 28% by completing the Gift Aid statement.

### GIFT AID DECLARATION

Please complete the following details:

Name: \_\_\_\_\_

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

\_\_\_\_\_ Postcode \_\_\_\_\_

I want CAB in Swale to treat all donations I make from the date of this declaration, until I notify you otherwise, as a Gift Aid donation.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Please see notes on next page.

## NOTES

1. You must pay an amount of income tax or capital gains tax at least equal to the tax we reclaim on your donation in the tax year (currently 28p for each £1 you give).
2. You can cancel this declaration at any time by notifying us.
3. If in the future your circumstances change and you no longer pay income or capital gains tax equal to the tax that the charity reclaims, you can cancel your declaration.
4. If you pay tax at a higher rate you can claim further tax relief in your self-assessment tax return.
5. If you are unsure whether your donations qualify for a Gift Aid tax relief, ask us or your local tax office to send you leaflet IR65.
6. Please notify us if you change your name and address.