

The Order of the British Empire Chapel Fund will be able to reclaim tax on one-off and regular annual donations provided a Gift Aid Declaration is completed. Should you wish the Order to reclaim tax, please fill in the Declaration below.

## *Banker's Order*

### *Charity Gift Aid Declaration*

You may boost your donation by 25p of Gift Aid for every £1 you donate. Gift Aid may be reclaimed by us from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer. Should you wish the Order to reclaim tax, please complete the declaration below.

I wish to Gift Aid my donation of £....., any donations I make in the future or have made in the past 4 years to **The Order of the British Empire Chapel Fund.**

I am a UK taxpayer and 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.

#### **My details**

Title..... First name or initial(S).....Surname.....

Full Home address.....

.....Postcode..... Date.....

Please notify us if you:

- Wish 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 wish to receive the additional tax relief due to you, you should include all your Gift Aid donations on your self-assessment tax return or ask HMRC to adjust your tax code.

Those wishing to make regular annual donations are requested to fill in the Pledge Form below.

### *Pledge Form*

I, (full name) .....

Hereby pledge the Trustees of the Order of the British Empire Chapel Fund that I shall pay to them, during my lifetime from the starting date entered below, an annual sum of:

(Amount in words).....(£.....)

the first payment to be made on (insert in words the date on which you will pay)

..... 20.....

.....Signature

**This pledge should be accompanied by a Banker's Order (opposite)**

Date ..... 20.....

To the Manager

..... Bank

..... Branch Address (IN FULL)

.....

.....

..... **Account Number**

Please pay to COUTTS & CO., Villiers Branch, 440 Strand, London, WC2R 0QS (Sort Code 18-00-02) for credit to the account of THE ORDER OF THE BRITISH EMPIRE CHAPEL FUND (A/C No. 06498787) the sum of:

£..... Commencing on the .....day of

..... 20..... and then **annually** on

the same date until further notice, debiting such payments to my account.

..... Signature

Name: .....

Address: .....

.....

.....

.....

**THIS ORDER CANCELS ANY EXISTING ORDER IN FAVOUR OF THE ORDER OF THE BRITISH EMPIRE CHAPEL FUND.**

Please return this form to:

*The Registrar of the Order of the British Empire  
Central Chancery of the Orders of Knighthood  
St. James's Palace  
London*

***Form of Donation***

I enclose a \*Sterling Cheque/Postal Order/UK Bank Draft/Euro Cheque/Cash for the sum of: £ ..... as my donation to the Order of the British Empire Chapel Fund.

.....Signature

**Please delete as applicable**

Name: .....

Address: .....

.....

.....

.....

Date: .....

(PLEASE USE BLOCK CAPITALS)

Please return this form to:

*The Registrar of the Order of the British Empire  
Central Chancery of the Orders of Knighthood  
St. James's Palace  
London  
SW1A 1BH*

***The Order of the British Empire Chapel Fund  
Registered Charity No: 208077***

**THE CHAPEL OF THE  
MOST EXCELLENT ORDER  
OF THE BRITISH EMPIRE**

(A Registered Charity)

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*Gift Aid Declaration*

*Pledge Form*

*Banker's Order*

*Form of Donation*