

YOUR DETAILS

Title Name
 Address

 Postcode
 Email Telephone or Mobile
 I would like to make a monthly donation by Direct Debit of: £20 £30 £40 Other Amount

INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

Please fill in the whole form and send it to:
 The Courtauld Annual Fund, Development Office,
 The Courtauld Institute of Art,
 Somerset House, Strand, London, WC2R 0RN



Name and full postal address of your bank or building society
 To: The Manager Bank or building society
 Address

 Postcode
 Name(s) of account holder(s)
 Branch sort code
 Bank or building society account number
 Service user number 5 5 9 3 0 4
 Reference
Instruction to your Bank or Building Society
 Please pay The Courtauld Institute of Art Fund Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with The Courtauld Institute of Art Fund and, if so, details will be passed electronically to my bank/building society.
 Signature(s)
 Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

GIFT AID

Boost your donation by 25p of Gift Aid for every £1 you donate. Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. In order to Gift Aid your donation you must tick the box below:



I want to Gift Aid my donation today and any donations I make in the future or have made in the past 4 years to The Courtauld Institute of Art.

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.

Please notify us if you:

Want to cancel this declaration; or change your name or home address; or 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.

INFORMATION

Please tick if you would like more information about remembering The Courtauld in your will.

GIFT OPTIONS

I would like my donation to support (choose one):

- The Greatest Need** libraries The Courtauld Gallery
- scholarships & grants teaching & research conservation

If you do not wish to receive fundraising appeals from us in the future, please tick this box



THE DIRECT DEBIT GUARANTEE

This guarantee should be detached and retained by the Payer



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit The Courtauld Institute of Art Fund will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Courtauld Institute of Art Fund to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit, by The Courtauld Institute of Art Fund or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society – If you receive a refund you are not entitled to, you must pay it back when The Courtauld Institute of Art Fund asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

YOUR DETAILS

Title Name

Address

Postcode

Email Telephone or Mobile

I would like to make a single gift of £50 £100 £250 £500 £750 Other Amount

SINGLE GIFT

I enclose a cheque / postal order / charity voucher made payable to 'The Courtauld Institute of Art Fund'

Please charge my credit / debit card:

Name on card

Card number

Start date <input type="text"/>	Expiry date <input type="text"/>
Security number <input type="text"/>	Issue number <input type="text"/>

Signature(s)

Date

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Development Office,
The Courtauld Institute of Art,
Somerset House, Strand, London WC2R 0RN

Email: annualfund@courtauld.ac.uk

The Courtauld Institute of Art Fund, charity number 288509.