

# St Andrew's Response Form

See the notes overleaf

Name: .....

A. I would like to increase/decrease my contribution

to £..... per week / month / year (delete as appropriate)

B. I would like to make my donations using:

- Standing order from my bank account; I enclose a signed mandate
- Standing order from my bank account; I will instruct my bank myself
- Standing order from my Charities Aid Foundation account
- Weekly envelopes
- I would like to give in some other way (please say how overleaf)

If you choose to give by standing order from your bank (which we much prefer), please fill out the separate standing order mandate, and return it to me. It will cancel any existing standing order you have. Alternatively, you can instruct your bank yourself; the details of the St Andrews account are on the mandate form.

C. Am I a taxpayer?

- I am a taxpayer, and the church already has my Gift Aid Declaration
- I am a taxpayer, and I enclose a completed Gift Aid Declaration
- I am not a taxpayer

Signed: .....

Date: .....

## **Notes on the response form**

1. The contribution you offer in (A) will be used for the church's planning, *but it is not a binding promise*. It should represent what you expect to be able to give, but if your circumstances change you can simply give less (or more!).
2. I greatly prefer contributions through a standing order, if you can manage it. This reduces the amount of administrative work dealing with cash, and (probably more important) makes you less likely to forget. You can change your standing order at any time.
3. Remember that even if you make your donations on a one-off basis, I can still recover tax provided we know they come from you, so please do complete (C). The easiest way to tell us that a donation comes from you is to put it in a Gift Aid envelope, available in the pews in church.

**Please return this form, together with bank mandate and/or Gift Aid Declaration, to:**

*Simon Peyton Jones,  
PCC Treasurer,  
71 Humberstone Rd,  
Cambridge CB4 1JD*