**Giving Regularly to Triratna Leeds Buddhist Centre**

***Please support the Centre with a regular donation***

You can do this in two ways:

1. Set up a standing order yourself online or by contacting your bank, using the Buddhist Centre’s bank details shown in the box below. Use your name as the payment reference. Please let us know you have done this so that we can thank you.

I have/plan to set up a standing order to Leeds Buddhist Centre for £\_\_\_\_ per month.

Your name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Your email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Or, complete the Standing Order Mandate below and post it to Uddyotani at: **Triratna (Leeds),** 20 Lilac Grove Leeds LS5 3AG.

*You can cancel or amend a standing order at any time by contacting your bank.*

**Standing Order Mandate** Please complete in BLOCK CAPITALS

To the Manager ……………………………………………………………………………………………. Bank PLC

Address of Bank (**as shown on your bank statement / cheque book**)………………………………………. ……………………………………………………………………………………………………………………………………. …………..……………………………………………………………….. Postcode ……………………………………..

Name of Account …………………………………………………………………………………………………………

SORT CODE ACCOUNT NUMBER

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Your full name …………………………………………………………………………………………………………….

Address………………………………………………………………………………………………………………………..

…………………………………………………………………………….. Postcode …………………………………….

Email address ………………………………………………………………………………………………………………

PLEASE PAY £5 £15 £30 £50 Other: £………...

Starting on (insert date) ………………………………… then every month until further notice

|  |
| --- |
| **To: Triratna (Leeds), Account number: 0001 9085 Sort Code: 40-52-40****At CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4JQ** |

Payment reference (your initials and surname) ……….……………………………………………………

Signed …………………………………………………………………………………………………………………………….

**\*We respect your privacy:** This Standing Order Mandate form will be forwarded to your bank and no copies will be retained. For full details of our privacy policy, please go to leedsbuddhistcentre.org/privacy

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| **giftaid it**  | If you are a UK taxpayer, you can**Add 25% EXTRA****to your donation at no cost to you!** |

**Gift Aid form**

If you ‘Gift Aid’ your donations, Leeds Buddhist Centre will claim 25p Gift Aid on every £1 that you donate, from the Income Tax and/or Capital Gains Tax you pay for the current tax year. Other taxes such as VAT and Council Tax do not qualify. Your address is needed to identify you as a current UK taxpayer.

In order to Gift Aid your donations you **must** indicate your wishes by selecting one or more of the options below, complete your details, sign this form and return it to us by email to: enquiries@leedsbuddhistcentre.org or by post to Uddyotani at 20 Lilac Grove.

(to sign you can type your name in if replying by email, or handwrite if replying by post).

I want to Gift Aid:

* The donation I am making today YES / NO
* donations I make in the future YES / NO
* donations I have made in the past 4 years YES / NO

to: Name of Charity: Triratna Buddhist Community (Leeds), Charity number: 1132691

I am a UK taxpayer and I 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 / initials ………………………………………………………….

Surname ………………………………………………………………………………………………..

Full home address ………………………………………………………………………………….

…………………………………………………………………………… Postcode …………………

Date …………………………………….. Signature ……………………………………….

**Please notify Leeds Buddhist Centre if you:**

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

**\*We respect your privacy:** This Gift Aid Form will be retained securely and only used to claim Gift Aid from HMRC and for no other purpose. For full details of our privacy policy, please go to Leedsbuddhistcentre.org/privacy

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.