



CATENIAN
BURSARY FUND

Bank Standing Order and Gift Aid Certificate (UK)

Thank you for deciding to offer your personal financial support to our Bursary Fund. It means a lot to us!

However, it means so much more to those young people that you will help with your Financial generosity, in supporting our Association's great charitable effort.

You will be supporting, developing and investing in your faith throughout the world and changing young Catholic lives.

Just complete the three attached forms and hand them to your Circle Charities Officer for onward transmission to the Fund.

How much to give?

Please give as much as you can afford.

There is no limit but most Brothers contribute something between £50 and £120 a year.

Our absolute minimum is to ask you for a single gift-aided, annual donation of £50 – less than the cost of a pint of beer a month – though we obviously be very grateful if you can afford more.

Whatever you chose to donate—we are very grateful.

"The friends I made on project I know will be friends for life."

— Erin

Thank you!



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The Catenian Bursary Fund Ltd

5 Oak Court, Pilgrims Walk
Prologis Park
Coventry, CV6 4QH

Registered Charity Number: 1081143
Registered Company No 2468843
E: admin@catenianbursary.com

T: 0044 (0) 24 7622 4533

catenianbursary.com

DATA PROTECTION CERTIFICATE

In completing this *Bank Standing Order and Gift Aid Declaration* you will be sharing your personal contact and banking information with us. We need this information so that we can receive, process and account for your donation, and continue to do so over the years ahead, in fact until such time as you decide to change your instructions. We may also contact you from time to time with further information about the Fund. Before you go any further you must read and agree the following *Data Protection statement* signifying that you agree to share your personal data on these terms. Without this we cannot process and account for your donation or claim back any of the tax you have already paid on it. We will retain your data for at least 7 years after your last donation in order to comply with UK money-laundering and accounting regulations.

We may also share your information with selected members of the Catenian Association for management purposes. Both the Catenian Bursary Fund Limited and the Catenian Association Limited are bound by the *General Data Protection Regulations (May 2018)* to ensure that any data we hold on individuals is relevant, accurate and not excessive. Additionally, it must be fairly and lawfully processed, held for defined purposes, be accurate and up to date, not kept for longer than necessary, processed in line with your rights and must be secure. We will ensure that all data held on our database is treated in accordance with these principles. Please rest assured that we will never sell or misuse any personal data, or use it in any manner that is inconsistent with our aim of supporting the development of Catholic youth worldwide. We do not intend to contact you too often; we merely need your formal agreement for us to use your data to establish routine correspondence and to receive, account for and bank your financial donations to the Fund.

You may opt out of this agreement at any time, but doing so will mean that we cannot receive and process your donation.

If you do wish to opt out of this agreement at any time please email admin@catenianbursary.com or call **024 7622 4533** with your request.

IMPORTANT: PLEASE SIGN AND DATE

▶ I agree to share my personal data with the CatenianBursary Fund Ltd

Signed

Date
DD/MM/YYYY

Print Name

Circle



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GIFT AID DECLARATION

Name of
Charity

The Catenian Bursary Fund Limited

Registered
Charity Number

1081143

Donor's Catenian
Membership Number

▼ REQUIRED

PERSONAL DETAILS

Full Name:

Full Postal
Address:

Postcode:

Circle
Name:

Circle
Number:

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In order to Gift Aid your donation you must tick this box:

I wish to Gift Aid my donation of:

£

and any donations I make in the future or have made in the past 4 years, to The Catenian Bursary Fund Limited.

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.

Signed

Date
DD/MM/YYYY

NOTES

Please notify the Bursary Fund if you:

- Wish to cancel this Gift-Aid Declaration.
- Wish to 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 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.