

STANDING ORDER

To _____ Bank

Address of Bank _____

Please pay to:

Account: **Stannington and District Library Group**

Sort Code: **40-41-57** Account number : **40476439**

Reference _____ *(your surname & house no
eg SMITH 64)*

the sum of £ _____
(in figures) (in words)

Starting on the _____ day of _____ 20____
(date) (month in words) (year)

and with the same amount each

**month/quarter/year until further notice. (* Delete as appropriate)*

Name of account to be debited:

Account Number

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Sort Code

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Signed _____ Date _____

Address

This cancels any existing Standing Order to the same recipient.

Set up through online banking or post direct to your bank.



FRIENDS OF STANNINGTON LIBRARY



Since STAND took on running the library in 2014, Sheffield Council has partly funded our running costs. The council's contribution has decreased over the years but we hope they will continue to support us in years to come. This means that Stannington Library is becoming increasingly dependent on donations, fund-raising events and other grant income to meet the shortfall in the £1,500 per month we currently need to run the library.

By signing up as a Friend of Stannington Library you will:

- ☐ Become a member of Stannington and District Library Group and at the AGM can influence how the library develops in the future.
- ☐ Contribute to our long-term sustainability
- ☐ Be part of a community that encourages reading

Become a Friend by donating a minimum of £2 per month or £20 per year. You can donate by using the attached Standing Order form. Please give your contact details opposite. Please sign the gift-aid declaration if you are able.

Paying by Standing Order means that your membership will be renewed each year without any need for action on your part. The advantage of a Standing Order is that you control it – you can cancel it at any time. You control when it is paid and how much. You can pay monthly, quarterly or annually. It will be paid on the same date until you change or cancel it. Unlike a Direct Debit, the library can't change your Standing Order- only you can. You can set up a Standing Order through your online banking or we can post direct to your bank by using the Standing Order form attached.

GIFT AID

If you are a UK tax payer we are able to reclaim 25p in tax from the HMRC for each £1 you donate. This doesn't cost you anything. We are only able to claim this Gift Aid if you show your agreement by signing the Gift Aid declaration on the form. You must be a UK tax payer for your donation to qualify for Gift Aid.

Data Protection

The personal data we collect is only used to enable us to record your subscription membership. It is stored securely, not used for any other purpose, and we will never share it with anyone else. By giving us the information requested, you consent to our using it for the above purpose. You may withdraw your consent at any time by writing to us at the Library or emailing STAND at library.stannington@gmail.com

You can drop your completed form off at the library or post to:

Friends of Stannington Library,
Stannington Library, Uppergate Road, Stannington. S6 6BX

Please tick below to select which payment method you prefer : (* Delete as appropriate)

☐ Internet banking Standing Order - paid online
I wish to donate £..... per *month/quarter/year.

Please set up the Standing Order through internet banking and give this half of the form to the library.

☐ Written Standing Order – to be posted to bank
I wish to donate £..... per *month/quarter/year.

Please fill in the Standing Order and post to your bank and give this half of the form to the library.

☐ Annual cash or cheque
I wish to donate £..... per year.

Please enclose cash or cheque with your completed form and give to the library. We will write offering you the option to renew each year.
Cheques should be made payable to “Stannington and District Library Group”.

CONTACT DETAILS

Name

Address

.....

Phone

Email

GIFT AID DECLARATION

Please treat as Gift Aid donations all qualifying gifts of money made by me to Stannington & District Library Group. I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand Stannington and District Library Group will reclaim 25p of tax on every £1 that I give. If my tax circumstances change I will inform Stannington Library.

.....

Signature

.....

Date

STANNINGTON LIBRARY



BECOME A FRIEND

Stannington and District Library Group is a charity registered in England.

Registered office: 400 Wood Lane, Stannington, Sheffield, S6 6AQ

Registered Charity Number: 1158661