MAKING YOUR GIFT TO THE **SOMERVILLE COLLEGE ANNUAL FUND**

MATRICULATION YEAR:

ADDRESS:

NAME:

POSTCODE:

EMAIL:

PHONE (select home, work, mobile):

GIFT OPTIONS

- I would like my gift to remain anonymous.
- I would like to learn more about making a gift to Somerville in my will.
- My company will match my gift the appropriate form is enclosed.



GIFT AID

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Boost your donation by 25p of Gift Aid for every £1 you donate Gift Aid is reclaimed by Somerville (a registered charity; its number is 1139440) from the tax you pay for the current tax year. Your address is needed to identify you as a UK taxpayer. (Higher rate taxpayers can claim further tax relief in their annual tax claims).

I want Somerville College to Gift Aid my donation and any donations I make in the future or have made in the past four years (unless I notify you otherwise).

Signature and date

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 Somerville if you want to cancel this declaration, change your name or home address or no longer pay sufficient tax on your Income and/or Capital Gains.

YOUR GIFT

A regular gift by Direct Debit

I would like to make a regular gift and have completed the Direct Debit Instruction overleaf.

A single gift

- I have enclosed a cheque in the amount of £
- , made payable to 'Somerville College.'

Should you wish to make a Single Gift by credit/debit card, you can do so online at **www.some.ox.ac.uk/donate**. Alternatively, you may make a single direct debit payment overleaf or contact the Development Office on **01865 280626** to make a gift over the phone.



Somerville College

THANK YOU for kindly considering a gift to Somerville College.

Data Protection: Your data is held securely in the collegiate University's shared Development and Alumni Relations System (DARS). Full details on how your data are held and used are set out in our Data Protection Statement at www. alumni.ox.ac.uk/data_protection or you can request a hard copy from us. Some sensitive personal data may be held in DARS. If at any time you wish to change the fact of, or extent of, use of your personal data, or no longer wish to receive a specific communication, please contact us.

PLEASE RETURN TO: Somerville College, Woodstock Road, Oxford OX2 6HD, UK T: 01865 280626, email: development.office@some.ox.ac.uk

If you no longer wish to receive mailed fundraising appeals from Somerville College, please tick here



SOMERVILLE COLLEGE DIRECT DEBIT FORM



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

Please fill in the whole form using a ball point pen and send it to:

and send it to:	4	0	9	8	8	2			
Development Office SOMERVILLE COLLEGE Woodstock Road Oxford OX2 6HD	Ple	Payment details Please pay Somerville College from my account (please tick):							
UK		monthly or quarterly or annual sum of: Amount of each instalment in figures							
Name(s) of Account Holder(s)		Amount of each instalment in words							
	pounds								
		for 4 years or until further notice							
Branch sort code	sta	starting from the 1st or 15th day of <i>(please tick)</i>							
Account number	Mo	onth					Year		
		(please allow at least one month between the starting date for payments and the date when you sign the Direct Debit form)							
Name and full postal address of your Bank / Building Society						,	0	,	
To: The Manager Bank / Building Society	Lin o		tio oo			w Dowl		Idian Casistan	
Address Postcode	Plea the safe I une Son	Instructions to your Bank / Building Society: Please pay Somerville College 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 Somerville College, and, if so, details will be passed electronically to my Bank/ Building Society.							
Reference	Sign	Signature(s)							
Banks and Building Societies may not accept Direct Debit Instructions for some types of account.	Date	Э							

Service user number

This guarantee should be detached and retained by the Payer.

THE DIRECT DEBIT GUARANTEE

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, Somerville College will notify you within 10 working days, in advance of your account being debited or as otherwise agreed.



If you request Somerville College 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 Somerville College 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 Somerville College 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.