

**Sevenoaks Citizens Advice Bureau**  
**Buckhurst Lane**  
**Sevenoaks**  
**TN13 1HW**  
**Tel: 01732 454443**  
**Fax: 01732 463164**



**Sevenoaks Citizens Advice Bureau – Application to become a Friend**

Thank you for applying to become a Friend of Sevenoaks CAB. Please print this form, complete it , and return it to the manager at the address above. If you are a UK taxpayer we are able to benefit even more from your contribution if you are able to complete the gift aid declaration shown below.

**Your Name & Address**

.....  
 .....  
 Postcode.....

Telephone No:.....  
 e\_mail address:.....

**Membership Category** (please tick appropriate box)

Friend	£50	[ ]	Good Friend	£150	[ ]
Family Friend	£75	[ ]	Best Friend	£250	[ ]

**Signed:**..... **Date:**.....

**Please make cheques payable to Sevenoaks CAB.**

**It will help us tremendously if you make your contribution by Standing Order.**

**Instructions to your Bank or Building Society**

To the Manager \_\_\_\_\_  
 Name of Bank/Building Society \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Postcode \_\_\_\_\_

Branch sort code:         
 Account number:

Please pay NatWest, 67 High Street Sevenoaks, Kent TN13 1LA (SortCode 60-19-02) for the account of Sevenoaks Citizens Advice Bureau (Account No. 25848917)

the sum of £\_\_\_\_\_ (amount in words \_\_\_\_\_) on\_\_\_/\_\_\_/20\_\_\_ and thereafter on the same date each year until otherwise notified.

Name of account holder(s): \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date: \_\_\_\_\_

**Gift Aid Declaration**

**Name of Charity:** Sevenoaks Citizens Advice Bureau  
**Charity no:** 268133

**Details of donor**  
 Title.....Forename(s).....Surname.....  
 Address:.....  
 .....  
 .....Post Code.....

I am a UK taxpayer and I want the charity to treat as Gift Aid donations (*tick as appropriate*):  
 all donations I make from the date of this declaration until I notify you otherwise  
 all donations I have made since 6 April 2000, and all donations I make from the date of this declaration until I notify you otherwise.

- Notes**
1. You can cancel this declaration at any time by notifying the charity.
  2. You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations in the tax year (currently 28p for each £1 you give).
  3. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the charity reclaims, you can cancel your declaration (see note 1).
  4. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
  5. If you are unsure whether your donations qualify for Gift Aid tax relief, ask the charity. Or ask your local tax office for leaflet IRI 13 Gift Aid.
  6. Please notify the charity if you change your name or address.