



# MAKING YOUR GIFT TO THE SOMERVILLE COLLEGE ANNUAL FUND

NAME:

MATRICULATION YEAR:

ADDRESS:

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

*giftaid it*

### 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.

## 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.'

- ☐ Please debit my ☐ Visa ☐ MasterCard ☐ Maestro ☐ American Express in the amount of £ .

Card Number

Expiry Date

Security Code

Start Date

Issue No.

Card Number

Expiry Date

Security Code

Start Date

Issue No.

Signature and date

**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**  
UNIVERSITY OF OXFORD

**THANK YOU** for kindly considering a gift to Somerville College. You may also give online at [www.some.ox.ac.uk/donate](http://www.some.ox.ac.uk/donate) or by contacting the Development Office at 01865 280626.



# 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:

Development Office  
SOMERVILLE COLLEGE  
Woodstock Road  
Oxford  
OX2 6HD  
UK

Name(s) of Account Holder(s)

|  |
|--|
|  |
|  |

Branch sort code

|  |  |   |  |  |   |  |  |
|--|--|---|--|--|---|--|--|
|  |  | - |  |  | - |  |  |
|--|--|---|--|--|---|--|--|

Account number

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

Name and full postal address of your Bank / Building Society

|                 |                         |
|-----------------|-------------------------|
| To: The Manager | Bank / Building Society |
| Address         |                         |
|                 |                         |
| Postcode        |                         |

Reference

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

*Banks and Building Societies may not accept  
Direct Debit Instructions for some types of account.*

Service user number

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 4 | 0 | 9 | 8 | 8 | 2 |
|---|---|---|---|---|---|

#### Payment details

Please pay Somerville College from my account  
(please tick):

☐ monthly or ☐ quarterly or ☐ annual sum of:

Amount of each instalment in figures

£

Amount of each instalment in words

pounds

☐ for 4 years or ☐ until further notice

starting from the ☐ 1st or ☐ 15th day of (please tick)

Month

Year

*(please allow at least one month between the starting date for  
payments and the date when you sign the Direct Debit form)*

#### 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.

|              |
|--------------|
| Signature(s) |
|              |
| Date         |

*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.

