

# Durham Bird Club Membership Renewal 2011

## Existing Members

Please confirm your details below and return with your membership payment. *Please note that subscription rates have risen. If you pay by standing order you must notify your bank that your payment needs to increase.* Unfortunately the Club cannot do this for you.

Name: ..... Mem. No. ....

Address: .....

Telephone: ..... Email: .....

Subscription Rates	Normal/Family	£20
	Concessions (Students/senior citizens/unwaged)	£15
	Junior (18 or under)	£5

Date of Birth if Junior Member ...../...../.....

I enclose cheque for £ .....

Please make payable to 'Durham Bird Club'

**Standing Orders:** S/O's are due 1st January. If you have an existing S/O which is not for the correct amount, or not dated 1st January please find attached S/O which is dated to activate 1st January 2011 and can be used to amend your existing S/O, **IF YOU GET IT TO YOUR BANK IN TIME FOR THEM TO PROCESS BEFORE 1ST JANUARY!**

If you have an existing S/O for an incorrect amount and do not amend your existing S/O by 1st January 2011 please send in a top/up cheque for the required amount. New S/O's will be made available dated 1st January 2012.

**Gift Aid:** If you have not filled in a Gift Aid Form (or if you are not sure) please do so, as this helps the Club immeasurably.

Please send this form, your cheque and Gift Aid Form, (NOT STANDING ORDER!) to:

Derek Lawrence,  
Membership Secretary,  
46 Sackville Road,  
Sunderland  
Tyne Wear  
SR3 4DH

## Gift Aid Declaration to the Durham Bird Club

Full Name.....

Mem. No. ....

Address.....

Post Code.....

Declaration – I wish the Durham Bird Club (Charity no. 515101) to reclaim tax on all donations and subscriptions I have made for this tax year and the six years prior to the year of this declaration and all donations and subscriptions I make from the date of this declaration until I notify you otherwise. I understand that I should notify the Club if my tax circumstances change.

Signed.....Date.....

**You must pay an amount of income tax and/or capital gains tax in each tax year at least equal to the tax that the charity reclaims on your donations in the appropriate tax year ( currently 25p for each £1 you give ).**

Please send this form to the Membership Secretary:

Derek Lawrence, 46 Sackville Rd, Sunderland, Tyne Wear, SR3 4DH

Please present to your bank

To ..... Bank

**STANDING ORDER MANDATE**

Postal Address .....

Please pay	Bank <b>HSBC</b>	Branch Title (not address) <b>Newcastle City Branch</b>	Sorting Code Number <b>402204</b>
for the credit of	Beneficiary's Name <b>Durham Bird Club</b>		Account Number <b>0 1 2 5 7 0 5 6</b>
the sum of	Amount £	Amount in words	Quoting Reference
commencing	Date of first payment <b>1st January 2011</b>	and thereafter every	Due date and frequency
			until further notice in writing or
			Date of last payment <b>UFN</b>
			and debit my our account accordingly

PLEASE CANCEL ALL PREVIOUS STANDING ORDER/ DIRECT DEBIT MANDATES IN FAVOUR OF	UNDER REFERENCE NUMBER
<b>Durham Bird Club</b>	

If there are any special instructions please tick this box  and write details overleaf

Name of Account to be debited	Sorting Code	Account Number

Signature(s) ..... Date: .....

**Banks may decline to accept instructions to charge Standing Orders to certain types of account other than Current Accounts.**

**Note:** The Bank will not undertake to

- a) make any reference to Value Added Tax or pay a stated sum plus V.A.T., or other indeterminate element.
- b) advise remitter's address to beneficiary.
- c) advise beneficiary of inability to pay.
- d) request beneficiary's banker to advise beneficiary of receipt.
- e) accept instructions to pay as soon after the specified date as there are funds to meet the payment, if funds are not available on the specified date.

**Payments may take 3 working days or more to reach the beneficiary's account. Your branch can give further details.**

## Completion Notes

### Standing Order Mandate

Please ensure you have completed each of the following:

1] Name of your bank.

2] Postal address of your branch.

3] In the box entitled "Quoting Reference" please add your Club membership number (if you have forgotten it you can find it on the address label of Lek envelope, or contact Membership Secretary or Treasurer).

4] The sum of is self explanatory requiring the figures, then words.

5] In the box entitled "under reference number" if you know that any previous DBC mandate used your membership number as reference, then add your membership number, if you are unsure then leave it blank.

6] In the last three boxes print your name, sort code ad account number.

7] Sign and date the last line.

Preferably present the mandate to your bank in person, otherwise send it to your bank by post.