



Direct Debit Donation Form

Title		First name		Last name		Please return this form to: Warburg Institute Philanthropy & Alumni Engagement Office University of London Senate House, Malet Street London WC1E 7HU philanthropy@london.ac.uk +44 (0)20 7863 1340
Telephone		Email				
Address						
Town		County				
Postcode		☐ I do not wish to appear on any public list of donors in print or online				

I wish to make a regular gift to the Warburg Institute, University of London via Direct Debit (requires a UK bank account)

£

☐ £3 ☐ £5 ☐ £10 ☐ £25 ☐ £50 ☐ £100 ☐ £250 ☐ My own choice

Debit this monthly quarterly annually Starting on 1st/15th* of

(*delete as appropriate)

Your gift will support the Warburg Institute where the need is greatest. If you would prefer your donation to support a specific area of our work please contact us using the details above. We look forward to keeping you updated on the impact of your gift. For more information on how we manage your data, please read our [Privacy Policy](#) below. Thank you for your support.

Gift Aid - Boost your donation by 25p for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a UK taxpayer.

In order to Gift Aid your donation you must tick the box below:

☐ I want to Gift Aid this donation and any donations I make in the future or have made in the past 4 years to the **University of London.**

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 the University of London if you wish to cancel this declaration, change your name or home address, or no longer pay sufficient tax on your income and/or capital gains.

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Please turn over to complete your Direct Debit Instruction.

This material is available in alternative formats upon request. Please contact philanthropy@london.ac.uk

The University of London is an exempt charity and Statutory Corporation in England and Wales (Company No. RC000661)/ HMRC Charities Reference X422.

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In accordance with our Privacy Policy we will always respect a request by you to stop processing your personal data, or to change the way in which we contact you. You can update your contact preferences at any time by contacting the Philanthropy & Alumni Engagement Office at the University of London, Malet Street, London, WC1E 7HU, UK or at philanthropy@london.ac.uk



**UNIVERSITY
OF LONDON**



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:

Warburg Institute, Philanthropy & Alumni Engagement Office, University of London, Senate House, Malet Street, London, WC1E 7HU

Service User Number

1

6

7

3

1

4

Name(s) of Account Holder(s)

Bank/Building Society Account Number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To

The Manager

Bank/Building Society Branch

Address

Postcode

Instruction to your bank or building society

Please pay University of London 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 University of London and, if so, details will be passed electronically to my bank/building society.

Signature

Date

Reference

Banks and building societies may not accept Direct Debit Instructions for some types of account

✂ 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 University of London will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request University of London 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 University of London 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 University of London 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.