**PART A: STANDING ORDER MANDATE**

To the Manager …….............................................………..…… (Please insert name and address of your bank)

.....................................................................................................................................................................

Post Code ........................................

Account Name ...........................................................................................................................................

Sort Code ........................................ Account Number ...............................

Please pay to **British-Arab Exchanges, Sort Code 30-98-97 Account No: 02283669**

At Lloyds TSB plc, 1 Butler Place, London SW1H 0PR

The sum of .................. (please confirm amount in words) .............................................................................

Payment Start Date ....... / ............../ ........... and thereafter monthly/quarterly/annually\* until further notice.

**THIS INSTRUCTION CANCELS ANY PREVIOUS STANDING ORDER IN FAVOUR OF BRITISH-ARAB EXCHANGES**

Signatory 1 .......................................................... Name ............................................................................

Signatory 2........................................................... Name ............................................................................

# **PART B: GIFT AID DECLARATION**

# If you are a UK taxpayer you can increase the value of your gift to us **- *at no extra cost to yourself!***

### Details of Donor: Title……. Forename(s)…………………… Surname……..………………………………………

Address ………………….………………………………………………………..………………………………………...

…………………………………………….………………..………………………………………………….…..…………

Post Code ……………………..…

I want the Charity to treat as Gift Aid all qualifying gifts of money made:

* the enclosed donation of £ ………………..
* all donations I make from the date of this declaration until I notify you otherwise

*delete as appropriate*

Signature…………………………........................ Date…………………………

Notes:

* You can cancel this declaration at any time by notifying British-Arab Exchanges.
* You must pay an amount of income tax, or capital gains tax, equal to the amount of the tax we reclaim on your donations.

**Please return your completed form to: British-Arab Exchanges, 12a Norham Road, Oxford OX2 6SF**

**NOT to your Bank**

**Thank you for your support.**