

transforming giving

Stewardship is the leading Christian provider of tax-effective giving services, currently handling over £40 million a year on behalf of more than 23,000 donors. We promote biblical principles and practice - of joyful giving, planned stewardship and generosity.

raising standards

Our vision is for a transformed Church, where financial and legal administration is a model of integrity and efficiency. We facilitate this by providing a range of legal and financial support services.

sharing knowledge

We provide training events and resources. We partner strategically with others. If we do not have the resource, we can often point to someone who does.

Contact us for more information about the full range of services we offer.

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w: www.stewardship.org.uk

Stewardship is the operating name of Stewardship Services (UKET) Limited
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Your giving to
**Normandy Vision UK
Trust**
made more effective



This leaflet explains how your giving to this organisation can go further.

This service is carried out by Stewardship, a Christian charity specialising in tax-effective giving. We take the strain off your treasurer or administrator, arranging all the paperwork and dealing with HM Revenue & Customs.

If you have any questions not addressed inside, do contact the person who gave or sent you this form.

How does it work?

The Gift Aid Scheme allows taxpayers to give to charities in such a way that tax you have already paid can be claimed back and added to your giving. Until 5th April 2008 the rate of increase is 28%, reducing to 25% thereafter.

What payments can I make?

You can make regular payments from as little as £10 a month and single gifts of £30 or more.

Can anyone do it?

You need to be a taxpayer and pay enough income tax (at whatever rate) or capital gains tax in each tax year to cover the tax reclaimed on your giving.

If you are not a taxpayer, you may still make "gross" donations using an account with Stewardship and no tax will be reclaimed on your giving. If you wish to make "gross" donations, please do not sign the declaration on the application form and clearly indicate that we should administer your giving as "gross".

Is there any charge?

Stewardship keeps 3% of the total gift from the reclaimed tax, before sending the rest of the tax to the charity(s) you support (a minimum deduction of £5 for a single gift applies). There is no direct cost to you. However, for "gross" donations, Stewardship will retain just 1.5% of the gift amount.

What are my obligations?

There is no legal commitment to continue. If for any reason you need to stop, you can.

What if I am a higher rate tax payer?

There's good news for you! Higher rate tax payers receive extra relief claimed through their tax return.

What else should I know?

Your donations should not be based on the tax paid by another person (eg husband or wife) but by you personally.

If you cease to be a tax payer or to pay enough tax, you should notify Stewardship so that we do not reclaim too much tax on your giving.

You will be liable to refund HM Revenue and Customs if you have not paid the amount in tax that we will reclaim on your gift.

How do I start?

1. Complete the **application form and Direct Debit** instruction.
2. Detach and keep the Direct Debit Guarantee.
3. Please make any cheques payable to Stewardship.
4. Post the form to; **Stewardship, Freepost (EDO 5086), Loughton, Essex IG10 3BR**

Instructions to your Bank or Building Society to pay Direct Debits

Name & address of your Bank/Building Soc

To _____ Bank/Building Soc

Postcode _____

Name(s) of Account Holder(s)

Bank/Building Society account Number

Branch Sort Code

Banks and Building Societies may not accept Direct Debit instructions for some types of account

Originator's Identification Number



Reference Number - office use only

Instruction to your Bank/Building Society

Please pay Stewardship Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit guarantee. I understand this instruction may remain with Stewardship and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s) _____

Date: _____

DO NOT SEND TO YOUR BANK/BUILDING SOCIETY

Application: Normandy Vision UK Trust

Your personal details

Surname _____ Title _____

Forenames _____

Address _____

Postcode _____

Daytime Tel _____

Email _____

Stewardship will communicate with you by email unless otherwise specified here. Please use post.

Do you already have an account with us? No Yes, Account No: _____

For a regular gift

Frequency and amount

Monthly Quarterly Annually

£ _____ £ _____ £ _____

(Min: £10) (Min: £25) (Min: £100)

Choose day of month for payment collection:

____ e.g.15th

First payment date (allow at least 3 weeks):

____ / ____ / 200 ____

For a single gift

Single gifts of £30 or more I wish to make a single donation of :

£ _____ (min. £30) and enclose my cheque payable to STEWARDSHIP

This donation should be regarded as

A gross gift If "gross" gifts are made, please **do not sign** the Gift Aid Declaration below.

An anonymous gift

Gift Aid Declaration for tax reclaim purposes

I declare my intention that tax be recovered under the Gift Aid Scheme on all donations I make to Stewardship for the last six years and future gifts until further notice. I understand that I need to pay enough UK income tax or capital gains tax in each tax year to cover the amount of tax that Stewardship will reclaim on my giving.

Signed: _____

Date: _____ Ref: 20099157

The Direct Debit Guarantee

Please keep this and return rest of form above

This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the scheme is monitored and protected by your own Bank or Building Society.

If the amounts to be paid or the payment dates change, Stewardship will notify you at least 5 working days in advance of your account being debited or as otherwise agreed.

If an error is made by Stewardship or by your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.

You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to Stewardship.

