



The

FOUNDATION



The Royal Grammar School Worcester and Alice Ottley School Foundation

WAYS TO DONATE

All gifts to the Foundation will be used to support the School and its pupils.

Online Giving – Single Gifts and Recurring Gifts

The easiest way to donate is on the **Support Us** page of the alumni website www.rgswandaos.foundation. Donors can choose to make single gifts and or to set up Direct Debits for recurring gifts. The website process also incorporates the option to make a Gift Aid declaration to increase the value of qualifying donations.

Setting up a Standing Order for Recurring Gifts

Supporters can set up a Standing Order through their own bank to make recurring gifts. The Foundation's bank details are below. Please use your *'initials+gift'* as the reference e.g. John Michael Smith would be *'JMSgift'*. We ask that supporters inform the Foundation Office when they set up a Standing Order to ensure each gift is allocated to the donor's chosen fund and to enable Gift Aid to be claimed, where applicable.

Making a BACS payment for a Single Gift

Supporters can make a single payment to the Foundation through their own bank. The Foundation's bank details are below. Please use your *'initials+gift'* as the reference e.g. John Michael Smith would be *'JMSgift'*. We ask that supporters inform the Foundation Office when they make a BACS donation to ensure each gift is allocated to the donor's chosen fund and to enable Gift Aid to be claimed, where applicable.

The RGSW and AOS Foundation Bank Details

- **Lloyds Bank**, 4 The Cross Worcester, WR1 3PY
- Sort Code: **30-99-90**
- Account Number: **11835362**

For international transfers overseas banks may require either of the following:

BIC: **LOYDGB2L** IBAN: **GB27 LOYD 3099 9011 8353 62**

Sending a Cheque

Supporters can send a cheque made payable to *"The RGSW and AOS Foundation"* to the Foundation Office with a downloadable donation form that includes a Gift Aid declaration or by using a covering letter and the Gift Aid form attached to this document advising how they wish the gift to be used and how they may be contacted. The Foundation Office will use the contact details to confirm receipt.

Address: **The RGSW and AOS Foundation, RGS Worcester, Upper Tything, Worcester WR1 1HP.**

Cash gifts

The Foundation only accepts cash gifts up to a maximum of £500. Please contact the Foundation Office if you wish to make a cash payment. foundation@rgsw.org.uk or 01905 613391.

Donations from the USA

US taxpayers can make tax-efficient donations to the Foundation through the British Schools and Universities Foundation. Details can be found at: www.bsuf.org or by contacting the Foundation Office.

The Foundation is a Registered Charity (No. 1170217). Thank you for your support.



The

FOUNDATION



The Royal Grammar School Worcester and Alice Ottley School Foundation

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

giftaid it

Gift Aid declaration

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 current UK taxpayer. In order to Gift Aid your donation you must complete the form below:

I want to Gift Aid my donation of £ _____ and any donations I make in the future or have made in the past 4 years to:

Name of Charity: **The RGSW and AOS Foundation (Charity No. 1170217)**

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.

Date _____ Signature _____

Donor's details

Title _____ First name _____

Surname _____

Home address _____

_____ Postcode _____

Please notify the charity if you:

- *Want to cancel this declaration*
- *Change your name or home address*
- *No longer pay sufficient tax on your income and/or capital gains*

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self Assessment tax return or ask HMRC to adjust your tax code.