

**Membership Application Form**

*with (Optional) Gift Aid Form and Standing Order Form*

As a minimum please fill in part [A] with your personal details. We would then encourage you to also add part [B] a Gift Aid Form and part [C] a Standing Order Form (paying membership subscription every 1<sup>st</sup> September by Standing Order can ease administration for both the member and the Society). You can then give the form to anyone appropriate at one of our meetings, or post it to the membership secretary. :-

Stephen Alexander, 5, Cole Park View, Twickenham, TW1 1JW

(tel: 020-8892-8280, email:richmondarchaeology@virginmedia.com)

(**membership**:Single £10, two people at same address £15, Under 18 or full time student £6 )

If paying by cheque, please make payable to RICHMOND ARCHAEOLOGICAL SOCIETY

=====PART [A] PERSONAL DETAILS=====

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address (inc. PostCode) \_\_\_\_\_

E-mail (PLEASE don't do joined-up writing;you can use UPPER case and we can convert to lower) \_\_\_\_\_ ?convert to lowercase, tick here

Tick if you would like us to use email for delivering RAS newsletters

=====PART [B] - GIFT AID DECLARATION=====

Name \_\_\_\_\_

Address \_\_\_\_\_

*I want the Richmond Archaeological Society to treat all donations I make from the date of this declaration until I notify you otherwise as Gift Aid donations.*

Signature.....date.....

**NOTES**

1. You must pay an amount of income tax and/or Capital Gains tax at least equal to the tax that the charity reclaims on your donations in the tax year (currently 28p for each £1 you give).
2. You can cancel this Declaration at any time by notifying the charity.
3. If in the future your circumstances change and you no longer pay tax on your income and Capital Gains equal to the tax that the charity reclaims, you can cancel your Declaration (see Note 1).
4. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment Tax Return.
5. If you are unsure whether your donations qualify for Gift Aid tax relief, ask your local Tax Office for Leaflet IR113 Gift Aid.
6. Please notify the charity if you change your name or address

=====PART [C] -STANDING ORDER FORM=====

*You may hand/send this to Richmond Archaeological Society, or you may detach it and send it to your bank.*

To \_\_\_\_\_ (Bank)

Address \_\_\_\_\_

Sort Code \_\_\_\_\_ A/c Number \_\_\_\_\_

*Please Pay:*

CAF Bank, 25, Kings Hill Avenue ,Kings Hill, West Malling, Kent ME19 4JQ

**Sort Code:** 40-52-40

For the account of: Richmond Archaeological Society **A/c Number:** 00009498

The sum of £\_\_ on the.....<first date> and thereafter annually on each subsequent 1<sup>st</sup> September until further notice.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Name (BLOCK LETTERS) \_\_\_\_\_

Address \_\_\_\_\_