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THE CHURCH IN WALES

# Supporting the work of your church

## is now easier

Giving With A Direct Debit

Gift DIRECT

Registered Charity Number: 1142813
Issue July 2018

# Why use Gift Direct?

- it means you, the giver are always in control.
- it is easier for the giver and for the church.
- it means no frantic search for the correct money or hurried writing of cheques before church.
- it is reliable, as your gift arrives each month direct to your church's bank account.
- it means Gift Aid can be claimed and paid direct to your church if you are a tax payer.

# Your giving supports …

… Clergy and training across the Diocese.

… Ministry; shown by every person visited, every confirmation course run, every assembly taken, every bereaved family comforted. It supports each baptism offered; each sermon preached; each Eucharist celebrated and each person shown the love of Christ through care, comfort and compassion.

… the work of the Church here in this community; in all parts of the Diocese and also overseas

**For further information contact:**
Your local Treasurer *or*
Glenda Edwards
**The Church in Wales**
4th Floor, 2 Callaghan Square,
Cardiff. CF10 5BT
029 2034 8216
giftdirect@churchinwales.org.uk

# Questions about Gift Direct answered

- **Do I have to pay tax in order to use the scheme?**
  No you don't have to pay tax, you can just choose to make your donations via Direct Debit and instruct us not to reclaim tax. You should clearly mark your form if this is the case.

- **Do I need to instruct my bank?**
  You will only need to contact your bank if you have been making donations via Standing Order. (You will need to cancel the Standing Order otherwise you will have two amounts being taken from your account). The Provincial Office should be notified of any changes once you have completed the Direct Debit forms.

- **Can I still make donations directly to my church?**
  You can if you wish make donations to your church by Standing Order, weekly envelope or cheque. If these Gifts are to be tax effective you will need to have a Gift Aid Declaration in favour of your church. You should speak to your Gift Aid Secretary about this.

- **How will my Gift Aid Secretary know that I am making donations to the church?**
  The Provincial Office informs Gift Aid Secretaries on a monthly basis of donations and tax refunds being paid into the church account, and who has made those donations.

- **Can both a husband and wife use the scheme?**
  Yes if both a husband and wife pay tax they can use the scheme. However, they will be required to have separate Gift Direct commitments even if the donations are collected from the same joint bank account. The Church in Wales cannot accept a Gift Direct commitment in joint names.

- **How can I increase or decrease my donation?**
  You simply need to instruct the Provincial Office in writing quoting your Gift Direct reference number. This is your donation to amend as you wish; you stay in control at all times.

- **What if I change church?**
  If you change church and wish to redirect your giving you simply inform the Provincial Office of your wishes in writing quoting your Gift Direct reference number.

- **What do I do if I stop paying tax?**
  You will need to instruct the Provincial Office in writing as soon as possible. It is up to you to decide if you want to cancel the Direct Debit or simply instruct the Provincial Office not to reclaim tax.

- **How do I amend my monthly donation?**
  You simply need to instruct the Provincial Office of the new amount you wish to donate. There is an option to increase your donation annually in line with the Retail Price Index. If you chose this option we will still contact you in writing prior to the new increased amount being implemented. You stay in control of your donations at all times.

- **Can I make my Gift Direct donations by Standing Order?**
  No. The Gift Direct system is a Direct Debit system and so unfortunately is not able to receive donations by Standing Order.

# Joining Instructions

1. Everything you need is in this leaflet.
2. Fill out the Gift Direct Commitment Form and the Direct Debit Form on pages 7 and 8.
3. Pull out the envelope section of this book. Moisten the glue area on page 6 and seal (you may want to add some tape at the sides). There is no need for a stamp, the postage is free.

# Talk to someone in The Church in Wales

- **If you have any questions in relation to the Gift Direct scheme, please contact**:
  Glenda Edwards
  029 2034 8216
  giftdirect@churchinwales.org.uk
- **or write to:**
  The Church in Wales, 4th Floor, 2 Callaghan Square, Cardiff. CF10 5BT
- **Gift Direct is administered by the Representative Body of the Church in Wales, which is a registered charity. Registered Charity Number 1142813**

# About Direct Debits

- **All banks and building societies offer the guarantee printed below.**

## 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 The Representative Body of The Church in Wales Registered Charity Number 1142813 (the RB) will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request the RB 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 the RB 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 the RB 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.

Business Reply Plus
Licence Number
RTYE-BSZR-BLCJ

2

The Representative Body of
The Church in Wales
Gift Direct
4th Floor
2 Callaghan Square
Cardiff
CF10 5BT

# Deciding what to give

There is no easy formula - we are commanded to love God... and our neighbour as ourselves.

We give the first day of the week to God in our Sunday worship but it requires a whole new set of priorities to put God first in our finances.

Love is generous, love is kind and love is selfless - we see that in all God gives to us... How will we respond?

# About Gift Aid

If you are a tax payer, please indicate this on the Gift Direct Commitment form. It will make a huge difference because the Government will increase the value of all your giving if you do.

Currently the extra is 25p for every pound that you give.

All you have to do is fill out the forms on pages 7 and 8. Please make sure you include your post code.

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# GIFT DIRECT COMMITMENT FORM

*Complete the sections marked with a **

* I want to Gift Aid my donation of £.....per month (or any sum I may subsequently specify) via Direct Debit as a Gift Aid Donation.

* **PARISH NAME:** Aberdare St Fagan .....

*Please tick the appropriate box below:*

* ☐ 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.

*or* ☐ I do not pay sufficient tax and therefore I do not want you to reclaim tax on my donations.

* I wish The Representative Body of the Church in Wales to automatically increase my donation each April in line with the previous calendar year's RPI increase: *Please Delete:* **Yes / No**

* **DONOR DETAILS:**

Title: ..... Forenames: .....

Surname: .....

Home Address: .....

.....

..... Postcode: .....

* Language preference for correspondence: **English Welsh bilingual**

* Correspondence method (please notify us of any changes):

**Email:**..... ***or***

**Post (as above): Yes / No**

I authorise The Representative Body of the Church in Wales, Registered Charity Number 1142813, to collect from my bank account on (or after) 6th of each month the amount shown above or such sum as I may subsequently specify. Within a month of its receipt the Church in Wales will forward your donation (and subsequent reclaimed tax if appropriate) to the parish you have indicated.

* Signed: ..... Date: .....

**Please notify the Church in Wales' Gift Aid Department if you:**

**Want to cancel this declaration**
**Change your name, home address or email 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 HM Revenue and Customs to adjust your tax code.

OFFICE USE – 07/18: Parish Number:..... DG Number:..... Donor ID:.....

# 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:*

**Representative Body of The Church in Wales,**
**4th Floor, 2 Callaghan Square, CARDIFF. CF10 5BT**

Registered Charity Number 1142813. Originator's Identification Number: **8 3 6 4 4 6**

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**

Name of Bank / Building Society: .....

Address: .....

.....

..... Postcode .....

## Instruction to your Bank or Building Society

Please pay The Representative Body of The Church in Wales ("the RB") 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 the RB and, if so, details will be passed electronically to my Bank / Building Society.

Signature(s): .....

Date: .....

The Representative Body of the Church in Wales takes Data Protection seriously.
Information on how your data is held and how it is processed can be found at:
https://www.churchinwales.org.uk/privacy-notice.
If you have any queries or require additional information please contact the Legal Department
legal@churchinwales.org.uk or by telephone on 029 2034 8200