



I would like to invest in the **Cass Business School Fund**

PART 1 – Name and Address Details

Name _____ Home address _____
 _____ Telephone _____
 Email _____ Please treat this donation as anonymous and do not acknowledge it in any publications

PART 2 – Regular Gift

Please complete the details below and the Direct Debit Mandate on the reverse of this page.

Here is my regular gift to Cass Business School of:

£20 £30 £40 £50 £100 other amount £ _____
 per month per quarter per year
 date you would like your gift to commence _____ (either 1st or 15th of the month)

Signature **X** _____ Date _____

PART 3 – Single Gift

Here is my one-off gift to Cass Business School of:

£150 £250 £500 £750 £1,000 other amount £ _____

I enclose my cheque/CAF voucher (made payable to Cass Business School*) or please debit my MasterCard/Visa/Maestro/Visa Delta card no:
 (*US taxpayers please make cheques payable to Friends of City University (London), Inc.)

Security code

Name on card _____ Billing address of card* _____
 (*if different from home address)

Start date _____ Expiry date _____ Issue no (if applicable) _____

Signature **X** _____ Date _____

PART 4 – I would like my gift to support:

Unrestricted (Dean's Fund) Student Support Research and Library I wish to create a named scholarship of my choice (please contact the Development Office for further information)
 Please send me information on remembering Cass Business School in my will Please send me information on how to make a gift of shares, securities, land or property
 I have made a provision for Cass Business School in my will

PART 5 – Make my gift go further:

If you are a UK taxpayer, please sign below so we can claim 25p from the government for every £1 you give through the Gift Aid Scheme. *giftaid it*

I would like Cass Business School to claim Gift Aid on all donations I have made within the past 4 years and any donations I make in the future until further notice. I confirm I am a UK taxpayer and have paid income tax or capital gains tax at least equal to the amount of tax reclaimed from these donations.

I am NOT a UK taxpayer

Signature **X** _____ Date _____



Please fill in the whole form using a ball point pen and send it to:

Cass Business School
Development Office
106 Bunhill Row
London EC1Y 8TZ

**Instruction to your Bank
or Building Society to pay
by Direct Debit**

Originators Identification Number

4	2	1	3	8	2
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Name(s) of Account Holder(s)

Reference

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Bank/Building Society account number

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Instruction to your Bank or Building Society

Please pay City University 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 City University and, if so, details will be passed electronically to my Bank/Building Society.

Branch Sort Code

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Name and full postal address of your Bank or Building Society

To the Manager	Bank/Building Society
Address	
Postcode	

Signature(s)

Date

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



This guarantee should be detached and retained by the Payer.

- 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 City University will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request City University 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 City University 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 City University 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.