

Give As You Earn (Payroll Giving)

Please complete this form in BLOCK CAPITALS

When completed, this form should be given to your payroll department, not sent to the charity.

SURNAME TITLE: MRS/MR/MISS/MS (delete as appropriate)
 FORENAMES
 HOME ADDRESS

 TELEPHONE NUMBER (home) (work)
 N.I. NUMBER EMPLOYEE/STAFF NUMBER
 EMPLOYER'S NAME
 LOCATION (town)
 JOB TITLE DEPARTMENT
 AGE (please tick box): 16-25 26-35 36-45 46-55 56+

Name and address of the charity you wish to support	How much do you want to give?
The Students' Education Trust, Old Village Stores, Dippenhall Street, Crondall, Farnham, Surrey GU10 5NZ Charity registration number: 1090708	£

DO YOU WANT TO GIVE PER MONTH **OR** PER WEEK (tick appropriate box)

ARE YOU AN EXISTING PAYROLL GIVER: YES NO (tick appropriate box)

SIGNED **DATE**

What is payroll giving? It's a simple and tax-effective way to support any charity of your choice. You decide how much you want to give each week or month and, by completing this form, you instruct your payroll department to deduct your donation from your pay at source.

How does my donation reach my charity? Your payroll department sends your total donation to an HMRC approved Payroll Giving Agency which forwards your gift on to your chosen charity every month.

The data supplied on this form will be used to enable your donation to reach your chosen charity. In order that your instructions can be acted on, your details will be passed to HM Revenue & Customs registered Agency, with whom your employer has contracted, who will forward your donations to your chosen charity. Your chosen charity may say send you a receipt or thank you letter acknowledging your donation.

If you do not want to receive acknowledgment from your charity and only want to be contacted in the event of a specific query needed to resolve the processing of your data for the purposes of these instructions, please tick here.

Your name and address will not be passed to any other organization by The Students' Education Trust.