



# Making your gift to the Brighton Graduate Annual Fund

Thank you for your donation to the Brighton Graduate Annual Fund – it is greatly appreciated!

Please complete this form indicating how you want your gift spent and how you would like to pay. Return the form in the FREEPOST envelope enclosed or to the address at the end of the form.

**1 Name and address**

please make any corrections

Title Name

Address

Home telephone

Email

**2 Gift Aid Declaration – making the most of your gift**

I would like to increase the value of my gift at no extra cost to me. Please treat this and any future gifts as Gift Aid donations.

Signed .....

Date .....

NB: You must be paying income tax and/or capital gains tax equal to, or more than the amount of tax deducted from your donations. As a registered charity, we reclaim the income tax on your donation, currently 28p for each £1 you give.

**3 I would like my gift to be spent on**

The fund of greatest need, or specifically:  Scholarships and bursaries fund  Academic excellence fund

We will acknowledge your gift publicly in the annual donor list. If you prefer your gift to remain anonymous, please tick here

I am interested in leaving a gift to Brighton in my Will, please send me more information.

**4 I would like to make a single gift**

I would like to make a gift to Brighton of:

£500  £250  £100  £50  £25  £10  Other £ .....

I enclose a cheque or CAF voucher, made payable to 'University of Brighton Foundation Fund'

I would like to pay by credit card or debit card

Name on card .....

Card number

Start date

Expiry date

Issue N° (Switch only)

Signed .....

Date .....

To make regular gifts, please complete the form overleaf

5 I would like to make a regular gift of £..... monthly/quarterly/half-yearly/annually (delete as appropriate).

Commencing 200.....



**Instruction to your bank/building society to pay by Direct Debit**

Originator's ID N°  
9 5 8 6 4 4  
CAF Unique Ref N°  
7 2 3 2 - 0 8

Name(s) of account holder(s) .....

Sort code - Account code

To the manager ..... (name of bank)

Branch address .....

Postcode .....

**Instruction to your bank or building society to pay via Direct Debit**

Please pay CAF/University of Brighton Foundation Fund 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 CAF/University of Brighton Foundation Fund and, if so, details will be passed electronically to my bank/building society.

Signed .....

Date  (dd)  (mm)  (yyyy)

**For CAF official use only** – this is not part of the instruction to your bank/building society.

Date of first payment on or after:

**Banks and building societies may not accept Direct Debit instructions for some type of accounts**

Please detach here

**The Direct Debit Guarantee**

- This guarantee is offered by all banks and building societies that take part in the Direct Debit scheme. The efficiency and the security of the scheme is monitored and protected by your own bank or building society.
- If the amounts to be paid or the payment dates change CAF/University of Brighton Foundation Fund will notify you at least 10 working days in advance of your account being debited, or as otherwise agreed.
- If an error is made by CAF/University of Brighton Foundation Fund or your bank or building society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your bank or building society. Please also send a copy of your letter to: CAF, Administration Services, Kings Hill, West Malling, Kent, ME19 4TA



This guarantee should be detached and retained by the payer

*Thank you for supporting the Brighton Graduate Annual Fund!*

Please return this form to:

Alumni and Development, Marketing and Communications, FREEPOST SEA8437, University of Brighton, Brighton BN2 4ZZ