

Making Your Gift



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UNIVERSITY
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QUEEN'S
FOUNDATION

My details

Title First Name

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Please consider leaving a gift in your will

I would like to receive information about leaving a gift to Queen's in my will.

Add me to the Donor Roll of Honour

I wish to appear on the Donor Roll of Honour.
(If this box is left unticked, we will treat your gift as anonymous)

Communication preferences

I am happy for Queen's to contact me about University news, events and support opportunities by:

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Gift Aid declaration (UK tax-payers only)

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. Please treat any gifts I have made in the past four years and all gifts from today's date as Gift Aid donations.

Signature(s)

Date See overleaf for details

Queen's University Belfast
Development and Alumni Relations Office
Belfast BT7 1NN
T +44 (0) 28 9097 3114
E alumni@qub.ac.uk

The Queen's University of Belfast Foundation
Registered Charity No. XR 22432
Registered with the Charity Commission
for Northern Ireland - NIC102044
www.queensfoundation.com

Make a Single Gift

I would like to make a single gift of £

I enclose a cheque made payable to
The Queen's University of Belfast Foundation.

I enclose a Charities Aid Foundation (CAF) voucher.

Make a Regular Gift by Direct Debit

I would like to make a regular gift of £

each month / quarter / year* (*delete as appropriate) starting

on 1st of 20

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Bank or Building Society Address

Postcode

Name(s)
of account holder(s)

Bank sort code

Account no.



Service User Number: 964842

Instruction to your bank or building society to pay by Direct Debit: Please pay The Queen's University of Belfast Foundation 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 Queen's University of Belfast Foundation and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

My company will match my gift

The appropriate form is enclosed.

Reference:

Thank you for supporting The Queen's University of Belfast Foundation

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 Queen's University of Belfast Foundation will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Queen's University of Belfast Foundation 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 Queen's University of Belfast Foundation 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 Queen's University of Belfast Foundation 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.

Our Privacy Policy

Your data is held securely by Queen's University Belfast and will be treated confidentially. Find our full privacy policy, as well as details on how to opt-out of receiving communications from Queen's, at <https://daro.qub.ac.uk/dataprotection>. You may also contact the Development and Alumni Relations Office on +44 (0)28 9097 3114 to request a copy of the policy by post.

Increase the value of your donation with Gift Aid

If you are a UK taxpayer, you can declare that all donations made under your declaration should be treated as Gift Aid donations. Doing so maximises your gift: currently we can reclaim 25p for every £1 you donate at no further cost to you. If you pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all your donations in that tax year, it is your responsibility to pay any difference.

Your declaration covers donations that you may make in the future. Gift Aid is reclaimed by The Queen's University of Belfast Foundation from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer. Please notify us if you want to cancel this declaration, change your name or home address, or no longer pay sufficient tax on your income or capital gains tax.

If you are unsure whether your donation qualifies for Gift Aid, we will be pleased to advise you. Please contact the Development and Alumni Relations Office at the address overleaf.

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