**clan maclean heritage trust**

**A charity registered in Scotland no. SC024481**

**Donation form**

*If you complete this by hand, please use BLOCK CAPITALS*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Surname |  | | | Title (Mr, Mrs etc) |  |
|  |  | | | | |
| Forename(s) |  | | | | |
|  |  | | | | |
| Address, including postcode and country |  | | | | |
|  | | | | |
|  | | | | |
|  |  | | | | |
| Telephone |  | E-mail |  | | |

I/We wish to make a donation to the Clan Maclean Heritage Trust ("the Trust") as follows:

|  |  |
| --- | --- |
| For general use £ |  |
|  |  |
| For the Lady Maclean Fund £ |  |
|  |  |
| Total £ |  |

**Payment** *(please tick or type an X as applicable)*

|  |  |
| --- | --- |
|  | I have paid the above total through PayPal |
|  | or |
|  | I have transferred the above total to the Trust's bank account *(see details overleaf)* |
|  | or |
|  | I enclose a cheque payable to the Clan Maclean Heritage Trust for the above total *(in £ sterling only)* | |

**Consents** *(please tick or type an X denoting consent in all boxes if possible)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | (*For UK taxpayers only)*  I wish Gift Aid to apply to all donations to the Trust that I have made in the past four years and that I make on and after the date of this form, until I notify the Trust otherwise. | | | | |
|  |  | | | | |
|  | I am a UK taxpayer and I 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. I understand that the Trust will reclaim 25p of tax for every £1 that I give. | | | | |
|  |  | | | | |
|  | I agree that the Trust may keep my details on an electronic database, which is used only for membership purposes and whose contents will not be divulged or sold to any outside body. | | | | |
|  |  | | | | |
|  | I agree that the Trust may communicate with me by e-mail about forthcoming events and other matters. | | | | |
|  |  | | | | |
| Signature | |  | Date |  |

**FOR INFORMATION ONLY**

The following does not form part of the Donation Form. This page does not need to be sent to the Secretary.

**What to do**

Please send the completed form to the Secretary:

– either by post to

Anne Maclean of Dochgarroch

Clan Maclean Heritage Trust

5/3 North Charlotte St

Edinburgh

EH2 4HR

United Kingdom

– or by e-mail as a scanned attachment to [cmht@maclean.org](mailto:cmht@maclean.org)

**Bank account**

Bank Bank of Scotland

Address Station Road, Oban, PA34 4LL, United Kingdom

Sort code 80-17-99

Account name Clan Maclean Heritage Trust

Account number 00113869

**Gift Aid donations**

If you are a UK-taxpayer, please tick or type an X in the applicable box on the form. This increases the value of your donation by 25%, at no cost to yourself.

You must notify the Trust if you:

* want to cancel the declaration
* change your name or home address
* no longer pay sufficient UK tax on your income and/or capital gains

If you pay tax at the higher or additional rate you can claim additional tax relief by including your Gift Aid donations on your Self Assessment tax return or by asking HM Revenue and Customs to adjust your tax code.

**Standing orders**

If you intend to make a similar donation in future years, and you have a bank account in the UK, it would be most helpful if you would kindly agree to pay for such repeated donations by standing order, as this would reduce the administrative burden on both the Trust and yourself. It would also reduce the expenses of the Trust where we have to use post, thus ensuring that more of your donation can be used for Trust projects.

A standing order form is on the next page.

When you have completed this form, please send the original by post (not e-mail) to the Secretary (as above). He will insert our reference number and forward the form to your bank.

A standing order is not practical if you do not have a bank account in the UK.

**CLAN MACLEAN HERITAGE TRUST**

A charity registered in Scotland no. SC024481

**STANDING ORDER (REGULAR PAYMENT) MANDATE**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **To** |  |  | | | | | | | | |
| Name of bank |  |  | | | | | | | | |
|  |  |  | | | | | | | | |
| Address |  |  | | | | | | | | |
|  |  |  | | | | | | | | |
|  |  |  | | | | | | | | |
|  |  |  | | | | | | | | |
| Sort code |  |  |  | − |  |  | − |  |  |  |

**Please pay to**

|  |  |  |
| --- | --- | --- |
| Bank |  | Bank of Scotland |
| Address |  | Station Road, Oban, PA34 4LL |
|  |  | United Kingdom |
| Sort code |  | 80-17-99 |
| Account name |  | Clan Maclean Heritage Trust |
| Account no. |  | 00113869 |

|  |  |  |
| --- | --- | --- |
| Please quote with each payment reference no. |  | *[to be inserted by Trust]* |

**Please pay the following**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Amount |  |  | | | | | | | | | | |  | |
|  |  |  | |  | | | | | | | | | | |
| On |  |  |  | | / |  |  | / |  |  |  |  | | (DD/MM/YYYY) |
|  |  | and the same amount annually thereafter until further notice | | | | | | | | | | | | |

**To be debited from my account**

|  |  |  |
| --- | --- | --- |
| Account no. |  |  |
|  |  |  |
| Account name |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Signed** |  |  | | | | | | | | | | |
|  |  |  | | | | | | | | | | |
| Date |  |  |  | / |  |  | / |  |  |  |  | (DD/MM/YYYY) |

Please send the completed form to the Secretary of the Clan Maclean Heritage Trust:

Anne Maclean of Dochgarroch

Clan Maclean Heritage Trust

5/3 North Charlotte St

Edinburgh

EH2 4HR

United Kingdom