

# How to give to Horsforth Chaplaincy Project

**Horsforth Chaplaincy Project** is now a team of three part time workers, employing Duncan Stow, Rhoda Wu and Laura Schubert. We rely heavily on donations from individuals who very kindly provide roughly 75% of our income, but also on contributions from churches and some grants. **If you would like to support the work** Duncan, Rhoda and Laura are doing in Horsforth by giving financially you can set up a **one-off payment** or a **standing order** using online banking, or by sending a cheque or by using the manual standing order form below. Thank you!

## **Using Online Banking: EASIEST WAY IN MOST CASES**

- a) Please set up a payment with the REFERENCE: HORSFORTH, using these bank details:  
Payee Name: Leeds Christian Community Trust (LCCT) Account no: 20129563 Sort code : 60-83-01
- b) Please email Duncan at [duncan@horsforthchaplaincy.org](mailto:duncan@horsforthchaplaincy.org) and we can send a Gift Aid form if relevant and also importantly for us give us the opportunity to write to thank you and keep you up to date with our work.

## **Using this Manual Form:**

- a) First fill in box 1
- b) Complete the relevant box 2 or 3
- c) Go to Box 4 and Tick the Gift Aid Declaration if relevant

### **BOX 1. Your Details:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

### **BOX 2. One-off gift by cheque: IMPORTANT NOTE: Please make cheques payable to LCCT**

Please find enclosed a cheque for my gift of £ \_\_\_\_\_ Now go to BOX 4 for Gift Aid if relevant.

### **BOX 3. To set up a regular monthly gift:**

I would like to set up a regular donation of £ \_\_\_\_\_ towards the work of LCCT - Horsforth Chaplaincy Project:

*BANK STANDING ORDER FORM (Please complete all this form to make a regular gift from your account):*

Title Ms / Mr / Mrs / Dr / Rev / Other \_\_\_\_\_ NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Postcode: \_\_\_\_\_

Name of your bank: \_\_\_\_\_ Address of bank: \_\_\_\_\_

Your account name: \_\_\_\_\_ Account no: \_\_\_\_\_ Sort code: \_\_\_\_\_

Please pay: Leeds Christian Community Trust Account number: 20129563 Sort code: 60-83-01

Address: Unity Trust Bank Plc, Four Brindley Place, Birmingham B1 2JB

The sum of £ \_\_\_\_\_ every month commencing on the \_\_\_\_\_ of \_\_\_\_\_ (month) 20\_\_

Signature \_\_\_\_\_ Date signed \_\_\_\_/\_\_\_\_/20\_\_\_\_

### **BOX 4. GIFT AID:** Boost your donation by 25p of Gift Aid for every £1 you donate

(You must tick this box, thanks)  I want to gift Aid my donation of £ \_\_\_\_\_ to LCCT (Horsforth Chaplaincy Project)  
I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

Please send this form to: Duncan Stow, 5 The Grove, Horsforth, Leeds, LS18 4BB  
or direct to LCCT, St Michaels Hall, 11 Bennett Road, Headingley, LS6 3HN.  
**OR** scan it and send electronically to [duncan@horsforthchaplaincy.org](mailto:duncan@horsforthchaplaincy.org)