



PAYROLL GIVING FORM

Are you currently giving through your pay?

No

This is a completely new request

Yes

I want this donation added to my contributions

Yes

I want this donation to replace my contributions

Please use this form to start giving to Herefordshire Headway through your pay

Select your tax band: 20% 40% 45%

Enter the amount you would like Herefordshire Headway to receive each pay day.
(£5 minimum per month please)

Amount:

Costs you:

How often are you paid?

Select how often you are paid and your donation will be deducted from your pay each time you are paid.

Personal Details

Title: Full Name:

Home Address:

email:

Telephone:

National Insurance
Number:

Post code:

Workplace Details

Employer's full name:

Your workplace address:

Post code:

Your employee/staff number:

This can normally be found on your payslip

Your Total Donation: .

This is the amount that will be deducted from your GROSS pay and how much we will receive from each pay day.

Cost to you: .

This is how much your donation costs you, i.e. how much you will be donating from your net pay.

The data supplied on this form will be used to enable your donation to reach Herefordshire Headway. In order that your instructions can be acted on, your details will be passed to a HM Revenue & Customs registered Payroll Giving Agent, with whom your employer has a contract, who will forward your donation to us. The Payroll Giving Agency may deduct a processing fee from your donation, this is between 25p and 4%, some employers pay this on your behalf. By registering with us you agree that Herefordshire Headway can record the details shown on this form for administration purposes only and contact you in the future concerning payroll giving while you continue to make donations to us.

I confirm that my pre-tax donation through my employers Payroll Giving scheme will not be included in the Gift Aid scheme

Signed

Date

Save form then print, sign and post to Payroll Giving, Headway House, Trenchard Avenue, Credenhill, Hereford HR4 7DX

Herefordshire Headway is registered in England, charity no.1092578 and company no.4068994