

To give a regular gift, please fill in your details below and return the form by post to: Individual Giving team, Royal Botanic Gardens, Kew, Richmond, TW9 3AE, or email it to donate@kew.org

Monthly Gift

I would like to give a regular monthly gift of: **£4** **£10** **£17** other **£** _____

Title: _____ First name: _____

Surname: _____

Address: _____

_____ Postcode: _____

Regular gifts are unrestricted – enabling us to allocate funding where it is most needed.

£4 a month could pay to digitise 12 plant or fungal specimens, helping scientists around the world tackle some of the biggest challenges facing our planet today.

£10 a month could pay for secateurs and pruning saw for the Tree Gang, looking after our Gardens' 11,000 trees.

£17 a month could pay for a horticulturist to attend a training conference to develop their skills.

Instruction to your bank or building society to pay by Direct Debit

Service user's name and address: Royal Botanic Gardens, Kew, Richmond, Surrey TW9 3AE



Name and full postal address of your Bank or Building Society _____

Service User Number

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Bank or Building Society _____

Address _____ Postcode _____

Name(s) of account holder(s) _____

Bank or Building Society account number _____ Branch Sort Code _____

Instructions to your Bank or Building Society

Reference (for official use only) _____

Please pay the Royal Botanic Gardens, Kew 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 Royal Botanic Gardens, Kew and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s) _____

Date _____

Banks and Building societies may not accept direct debit instructions for some types of accounts

Gift Aid declaration (Please tick a box) *giftaid it*

Gift Aid makes your support go even further; if you are a UK taxpayer, the Gift Aid Scheme allows us to reclaim a further 25p on every £1 you give us. This really boosts our income – and doesn't cost you a single penny extra.

YES, I would like the Royal Botanic Gardens, Kew to reclaim Gift Aid on any membership subscriptions or donations that I have made over the last four years and in the future, until I notify you otherwise.

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 or membership subscriptions in that tax year it is my responsibility to pay any difference.

NO, I do not wish to Gift Aid my support to Kew.

If you have any questions, please get in touch via email at donate@kew.org or call us on 020 8332 3248.

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 and/or capital gains.

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Date _____

This guarantee should be detached and retained by the Payer – **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 Royal Botanic Gardens, Kew will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the Royal Botanic Gardens, Kew 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 Royal Botanic Gardens, Kew 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 Royal Botanic Gardens, Kew 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.