

# The Quilters' Guild: joining by Direct Debit

## DIRECT DEBIT FORM INSTRUCTIONS

Please complete **ALL** parts of the form in ball point pen. *We cannot accept photocopies or forms that have been amended with Tippex or crossing out.*

Please ensure that:

- If you are already a member, that you provide your name and membership number
- If this is a new membership, you fill in your name and address details
- If you are paying for a membership for someone else (e.g. as a gift or for a Young Quilter) please ensure you complete **both** name and address boxes, as the subscription reminder will be sent to the person paying the Direct Debit
- You are clear which parts of your membership subscription you would like to be included in your Direct Debit.
- You have confirmed your preferred frequency of payments (annual or quarterly)
- You provide all the required information regarding your bank and your bank account
- You have signed AND dated the form.
- Please do not write outside the boxes
- Please do not write anything in the Reference boxes
- **The Guild collects Direct Debits on the 1<sup>st</sup> of each month. Forms must be returned by the 12<sup>th</sup> of the month before the Direct Debit is due.**

**Please note: If you have joined a specialist group and paid for it by cash, cheque, online, etc., we cannot automatically add this to your Direct Debit instruction. You will need to complete and return a new Direct Debit form that confirms everything you want to be included on your Direct Debit.**

If any part of the form is incorrect we will not be able to set up your Direct Debit and will need to return the form to you for completion. We are not allowed to make any changes on your behalf.

Once we have set up the Direct Debit we will write to you with 10 working days' notice confirming when the payments are due.

You can cancel your Direct Debit at any time – please do this with your bank and please advise us that you have done so.

**Please complete the form on the next page and return to:**

Membership Officer, The Quilters' Guild, St Anthony's Hall, Peasholme Green, York, YO1 7PW

# The Quilters' Guild membership application. Payment by Direct Debit

**PLEASE WRITE IN BLOCK CAPITALS AND BLACK INK**

<b>Member's details: Membership No. (current members)</b>			
<b>Name</b>			
<b>Address and Postcode</b>			
<b>Tel</b>		<b>email</b>	
<b>Date of Birth</b>			

<b>Name of person paying the Direct Debit if different from above</b>			
<b>Name</b>			
<b>Address and Postcode</b>			
<b>Tel</b>		<b>email</b>	

Membership type: please tick what to include within your membership				
Adult UK	£46		British Quilt Study Group	£15
Sanderson Star (minimum amount £46)			Contemporary Quilt Group	£10
International	£56		Modern Quilt Group	£10
Young Quilter (5 – 18 years)	£5		Miniature Quilt Group	£10
Young Person (19 – 24 years)	£15		Traditional Quilt Group	£10
Associate	£23		Affiliated group	£70
Student (under 60 years)	£23			
<b>Payment is automatically taken annually. If you'd prefer to pay every three months tick here</b>				



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



*Please fill in the whole form using a ball point pen and send to:  
The Quilters' Guild, St Anthony's Hall, Peasholme Green, York, YO1 7PW.  
Name and full postal address of your bank or building society*

To: The Manager	Bank/building society
Address	
Postcode	

**Name(s) of account holder(s)**

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**Bank/building society account number**

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**Branch sort code**

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**Service user number**

9	1	5	0	2	6
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**Reference**

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**Instruction to your bank or building society**  
Please pay The Quilters' Guild 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 Quilters' Guild and, if so, details will be passed electronically to my bank/building society.

**Signature(s)**

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**Date**

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Banks and building societies may not accept Direct Debit Instructions for some types of account.

## 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 Quilters' Guild will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Quilters' Guild 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 Quilters' Guild 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 Quilters' Guild 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.

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# Gift Aid Declaration

## Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid raises more funds for The Quilters' Guild without costing you a penny more.  
It is reclaimed by the charity from the tax you pay for the current tax year.  
Your address is needed to identify you as a current taxpayer.

### In order to Gift Aid your donation, you must tick the box below:

I would like the following charity to reclaim the tax on this membership subscription and any other eligible donations that I may make in the future or have made in the past 4 years.

Name of Charity: **The Quilters' Guild of the British Isles**

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.

### My details:

Membership Number .....		
Title .....	Forename .....	Surname .....
Full home address .....		
.....		
.....		Post Code .....

Date: ...../...../.....	Signature .....
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### Please notify The Quilters' Guild in writing if you:

- ❖ Want to cancel this declaration (you can cancel at any time)
- ❖ Change your name or home address
- ❖ 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.