

Standing Order Form

To be completed and returned to the fundraising coordinator at Rudolf Steiner School Kings Langley with a completed Gift Aid form where appropriate.

STANDING ORDER AUTHORITY

To The Manager

Please give name & full postal address of paying bank

Please pay	Triodos Bank	Sort Code: 16-58-10					
	<i>Beneficiary's name</i>						
for the credit of	<i>Beneficiary's account number</i>						
	0	0	0	1	3	5	0 7
†the sum of	<i>Amount in figures</i>						£
	<i>Amount in words</i>						
commencing	<i>Date of first payment</i>						
	<i>Due date and frequency</i>						
and thereafter every	<i>Until</i>						
	<ul style="list-style-type: none"> • <i>Either: date</i> 						
Until	<ul style="list-style-type: none"> • <i>OR: You receive further notice from me/us in writing</i> 						
	<i>(Delete whichever does not apply)</i>						
quoting the reference	<i>Amount of last payment</i>						£
	<i>(If applicable)</i>						

and debit my/our account, as detailed below. Please cancel any previous Standing Order or Direct Debit in favour of the beneficiary named above quoting this reference.

Special instructions	<i>(eg amount of first payment if different)</i>						
	<i>Payment to be made from</i>						
	<i>Sort Code</i>						
	<i>Account holders name</i>						
Signature	<i>Account number</i>						
							Date
Second signature <i>(if required)</i>							Date

†If the amount of the payments varies please list overleaf.

Please note: The Bank will not undertake to:

- Make any reference to Value Added Tax or other indeterminate element
- Advise payers address to beneficiary
- Advise beneficiary of inability to pay

AFTER COMPLETION, PLEASE RETURN THIS FORM TO THE FUNDRAISING COORDINATOR AT RUDOLF STEINER SCHOOL KINGS LANGLEY. IT WILL THEN BE FORWARDED TO THE BANK OR BUILDING SOCIETY WHICH WILL PAY THE STANDING ORDER.