

**Sackville College Friends**

**High Street  
East Grinstead  
RH19 3BX  
Tel : 01342 323414  
Reg. Charity No. 220488**

The College is an Almshouse in a unique Grade 1 listed building (1609). The College opens to the public for guided tours from mid-June to mid-September. Also, during the year, a number of events are held such as opening at the East Grinstead May Fair. The College receives no government funding, so contributions from visitors are very important. The Guides are all volunteers.

By becoming a Friend of Sackville College, you can help in a variety of ways: helping on the days the College is open, for example on the gate or selling souvenirs, welcoming visitors and assisting our team of volunteer guides. Needless to say subscriptions by themselves are most welcome!

In addition: -

- Free admission to the College
- Newsletters
- Events including a Carol Service
- Discounts on :
  - Tickets for musical events, talks and other events at the College
  - Hiring the public rooms for meetings, receptions and presentations.

**Return to :** Sackville College Friends  
Mr & Mrs S. Metcalfe  
51 Court Crescent  
East Grinstead  
West Sussex RH19 3TP

I would like to become an Associate Member (Friend) of Sackville College :

Please complete in BLOCK CAPITALS

Title: ..... First name or initial(s): .....

Surname: .....

Full home address: .....

.....

Postcode: .....

Tel. No : .....

Email: .....

**Subscription £10.00 Individual / £15.00 Couple.**

Payment method Cash Cheque\* Standing Order

\* Please make cheques payable to "Sackville College"

**If you wish to set up a Standing Order, please complete the attached form and send to your bank. Please also inform Sackville College Friends Secretaries.**

**Are you a UK taxpayer?**

If so, you can use Gift Aid to make your Subscriptions (and donations) go further by completing this declaration. If you Gift Aid your donation, Sackville College can claim Gift Aid tax relief of 25p on every pound you give.

Please complete the form overleaf.

Your details will not be passed to any third party and will only be used to administer Friends membership. The privacy policy can be viewed here <http://sackvillecollege.org.uk/Files/Friends/Privacy%20Policy.pdf>



**Gift Aid declaration** – for past, present & future donations

**Sackville College Friends**

Please treat as Gift Aid donations all qualifying gifts of money made

Today       in the past 4 years       in the future

Please tick all boxes you wish to apply.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

**Donor’s details**

Title: ..... First name or initial(s): .....

Surname: .....

Full home address: .....

.....

Postcode: .....

Date: .....

Signature: .....

***Please notify Sackville College Friends if you:***

*Want to cancel this declaration*

*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.*

**Bankers Order Form**

(Complete and send to your bank and inform Sackville College Friends Secretaries).

To Bank : .....

Address: .....

.....

Town: .....

Postcode: .....

Account Number: ..... Sort Code:.....

Please pay to Lloyds TSB Bank PLC, 1-3 London Road, East Grinstead,  
West Sussex, RH19 1AH

Sort Code 30-92-92 for the credit of Sackville College A/C No 00227262

£ on the 1st June and the same amount each year until this order is cancelled by me.

This order supersedes any previous instruction in favour of the Friends of Sackville College.

Title: ..... First name or initial(s): .....

Surname: .....

Full home address: .....

.....

Postcode: .....

Date: .....

Signature: .....