



13/09/18

Dear Member,

Welcome to the 2018/2019 hockey season with Hampstead and Westminster Hockey Club.

Please find parts one and two of the direct debit form attached in this document. Please can you ensure that you fill out both parts of the DD form and return it to the following email address **no later than the 27th September 2018**.

membership@hwhc.co.uk

Any forms received after this date will not make the first schedule and you will be required to transfer the full subs value via bank transfer. Please note that there is a discounted rate of 50% on full membership and match fees for those who are unemployed or students.

£340 full member

£170 student/ unemployed (Please provide proof of student status)

For Bank transfer details please ask the membership secretary

Direct debit dates for the 2018/2019 season will be;

1st October 2018

1st November 2018

3rd December 2018

1st January 2019

1st February 2019

If you join the club mid-way through the season, at the chairman's discretion we will consider a pro rata membership. Please contact sarahjgreasley@gmail.com if you should need to discuss options.

Please do contact us if you leave the club or sustain injury for a significant period (as agreed with the club captains) we will cancel your direct debit and refund you the relevant amount.

In addition, if any individual faces financial difficulty such that they remain unable to afford the subscription, please either talk to your captain or membership secretary and we will commit to listening.

We hope you have a great season playing for HWHC, please email membership@hwhc.co.uk if you have any further questions.

Hampstead and Westminster Hockey Club is a limited company registered in England and Wales as HWHC Limited with registration number 6893067 and its registered office at PO BOX 70387, London, SE1P 4UP. HWHC Limited is registered as a charity with the Charity Commission with registration number 1129592.



Kind regards

Christine '*Shrimpie*' Shrimpton and Sarah '*Greaz*' Greasley

Club Treasurer and Club Membership & Finance Secretary

Hampstead & Westminster Hockey Club

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New Direct Debit Form – Part I

Member's Name	
Member's Team (If applicable)	
Membership Status	
Member's Address	
Member's Email	
Member's Phone Number	

Please fill out the above and send along with Direct Debit Form - Part 2 (which includes your bank details) to:

Membership@HWHC.co.uk

If you are unable to scan and send this document, please ask for an address to post to.

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Please fill in the whole form and send it to:

Hampstead & Westminster Hockey Club
 PO Box 70387
 London
 SE1P 4UP

Name(s) of Account Holder(s)

Originator's Identification Number

2	5	1	9	3	9
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Reference Number

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Bank/Building Society account number

--	--	--	--	--	--	--	--	--	--

Branch Sort Code

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Instruction to your Bank or Building Society

Please pay London & Zurich Plc re HWHC. Direct Debits from the account detailed in this Instruction subject to safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with London & Zurich Plc re HWHC and, if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account.



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 London & Zurich Plc re **HAMPSTEAD & WESTMINSTER HOCKEY** will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request London & Zurich Plc re **HAMPSTEAD & WESTMINSTER HOCKEY** 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 London & Zurich Plc re **HAMPSTEAD & WESTMINSTER HOCKEY** 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 London & Zurich Plc re **HAMPSTEAD & WESTMINSTER HOCKEY** 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.



13/09/18

Gift Aid declaration – for past, present & future donations

Hampstead and Westminster Hockey Club

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

- Today,
- In the past 4 year,
- 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.

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Donor's details

Title ----- First name or initial(s) -----

Surname -----

Full home address -----

Postcode -----

Date -----

Signature -----

Please notify the charity or CASC 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.

<https://www.gov.uk/claim-gift-aid/small-donations-scheme>

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