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, Emmanuel College will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Emmanuel College 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 Emmanuel College 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 Emmanuel College 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.

The Guarantee remains in operation for the life of your Direct Debit instructions.

The Direct Debit Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.

THE DIRECT DEBIT GUARANTEE

The Guarantee may be changed at any time if there is a change to the requirements of the Direct Debit standards.

In the event of a customer having any complaints relating to this service they should contact Emmanuel College in the first instance. If the same remains unresolved, the customer should contact their banking or building society.

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GIFT AID: BOOST YOUR DONATION BY 25% FOR FREE

If you're a UK taxpayer, we can claim an extra 25p for every £1 you donate, at no cost to you.

☐ By ticking this box I confirm I am a UK taxpayer and want to Gift Aid this donation and any donations I make in the future or have made in the past four years to Emmanuel College, until I notify you otherwise. I 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.

Signature ____________________________________________ Date ____________________

ALLOCATING YOUR GIFT TO A SPECIAL AREA

All gifts support Emma enables. If you have a preference, please specify which area of the project you would like your gift to help with:

☐ Wherever the need is greatest
☐ The Emma experience programme
☐ New buildings and grounds
☐ Post-docs
☐ Student support

THANKING YOU FOR YOUR SUPPORT

All donors to Emma enables will be included on an electronic commemorative listing as well as in the Emmanuel Review (sums are never disclosed). We will incorporate names of donors into the art and architecture of the new buildings and spaces.

Some of these opportunities are below; see www.emma.cam.ac.uk/emmaenables/thankyou for examples.

£1000–£4999
names engraved on the timber servery of the new college bar OR the Emma Hub

£5000–£9999
names engraved in the timber wall lining of the new college bar OR the Emma Hub

If you have donated at either of these levels please indicate your choice here:
☐ Bar  ☐ Hub

£10,000–£24,999
names engraved in the brick paving in the new residential court

£25,000+
names engraved in brick in the covered passageway leading to the new residential court

☐ I wish to remain anonymous

MAKING A TRANSFORMATIONAL GIFT

If you’re considering making a transformational gift to any aspect of the project, the Development Director would be very happy to discuss possibilities with you. Please get in touch with us at development-office@emma.cam.ac.uk

LEAVING A GIFT IN YOUR WILL

☐ I’d like to receive more information about leaving a gift in my Will

See www.emma.cam.ac.uk/legacies for more information

You can also donate online at: www.emma.cam.ac.uk/giving

Please return this form in the freepost envelope provided or to:
The Development Office, Emmanuel College, Cambridge, CB2 3AP, UK
T: +44 1223 330476  Email: development-office@emma.cam.ac.uk
REGISTERED CHARITY NO: 1137456