

THE WILLIAM SMITH FUND DONATION FORM



Title _____ First Name _____ Surname _____
Address _____
Postcode _____
Email _____ Telephone _____

I would like my donation to be allocated to:

Bursaries Area of Greatest Need Academic Excellence Broadening Horizons (Co-Curricular)

I would like to make a single gift by credit or debit card

The sum of: £25 £50 £100 £1,000 Other £ _____ Please debit my Visa Mastercard Delta Maestro/Solo

Card number:

Security code:

Start date (if shown): / / Expiry date: / /

Signed: _____ Date: _____

I would like to make a regular gift by Direct Debit



The sum of: £25 £50 £100 £1,000 Other £ _____ Monthly Quarterly Annually

Instruction to your Bank/Building Society to pay by Direct Debit

Name(s) of account holder(s): _____

Account number: _____ Sort code: _____

To: The Manager of _____ Bank/Building Society

Address _____

Postcode _____

Please pay The Portsmouth Grammar School Direct Debits from the account detailed in the instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with The Portsmouth Grammar School and, if so, will be passed electronically to my bank/building society.

Signed: _____ Date: _____

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 Portsmouth Grammar School will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Portsmouth Grammar School 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 by The Portsmouth Grammar School or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- If you receive a refund you are not entitled to, you must pay it back when The Portsmouth Grammar School asks you to.
- You can cancel a Direct Debit at any time simply by contacting your Bank or Building Society. Written confirmation may be required. Please also notify The Portsmouth Grammar School.

We will never give away your personal information. Any details you provide are managed in accordance with the school's data protection policy which can be found on the school's website (www.pgs.org.uk/about-us/policies). You can change your communication preferences at any time by emailing development@pgs.org.uk.

Please return the completed form to: Development Office, Freepost RTJH-ZYKG-ZTSY, The Portsmouth Grammar School, High Street, Portsmouth, PO1 2LN