



## NOTES FOR COMPLETION

### DEPARTMENT NAME & ADDRESS

- ✓ The Foundation's bank details have been added
- ✓ Please add the date you want payments to start
- ✓ Sign and date

### BENEFICIARY DETAILS

- ✓ The Foundation's bank details have been added

### PAYMENT DETAILS

- ✓ Amount – add the amount you would like to pay, in figures and words eg. £5 and Five Pounds Only
- ✓ Commencing – e.g. 25/3/12
- ✓ Due date & frequency – e.g. 25<sup>th</sup> and monthly
- ✓ Last payment – either add a date or put 'UFN' (until further notice)

### REMITTER'S DETAILS

- ✓ Add your account number, sort code and name

### ON COMPLETION

**Once the form is completed, please take it to your bank for processing. Please let us know you are arranging a standing order and we will confirm safe receipt of the initial payment.**

**If you have any queries, please don't hesitate to contact us.**

**Thank you for supporting**



**The Winton Foundation**  
for the Welfare of Bears