Sponsorship form

EMAIL

NAME

# Please sponsor me to

ADDRESS **POSTCODE**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Please ensure that you fill in ALL column**/First name/Surname | **s in BLOCK CAPITALS**Home address & number (this is essential for Gift Aid) | Postcode | Date paid | Donation amount | Gift Aid? | Please keep me updated on The Leprosy Mission’s work | For office use only |
| MRS JANE SMITH | 12 CHARITY WAY, PETERBOROUGH | AB1 2CD | 1/1/2017 | £10.00 |  |  |  |
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|  | Total Collected | **£** |  |

If you are able to agree with the Gift Aid declaration, The Leprosy Mission can reclaim 25p in every pound that you give at no extra cost to you. All you need to do is fill in the details above and tick the Gift Aid box.

## Continued over...

**Gift Aid declaration**

If I have ticked the box headed ‘Gift Aid?’ I confirm I have read this statement and want The Leprosy Mission to reclaim tax on my donations as detailed, given on the date shown. I confirm that I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my charitable donations in that tax year it is my responsibility to pay any difference.

Please notify The Leprosy Mission if you want to cancel this declaration, change your name or home address or no longer pay sufficient tax.

**FOR CHARITY’S USE**

Source code 20EVENT1 Account no. 858938 Fund code

If you are able to agree with the Gift Aid declaration, The Leprosy Mission can reclaim 25p in every pound that you give at no extra cost to you. All you need to do is fill in the details below and tick the Gift Aid box.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Title/First name/Surname | Home address & number (this is essential for Gift Aid) | Postcode | Date paid | Donation amount | Gift Aid? | Please keep me updated on The Leprosy Mission’s work | For office use only |
| MRS JANE SMITH | 12 CHARITY WAY, PETERBOROUGH | AB1 2CD | 1/1/2017 | £10.00 |  |  |  |
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| **Please ensure that you fill in ALL columns in BLOCK CAPITALS** | Total Collected | **£** |  |

##  Collector’s responsibility

Please note that the data collected on this form is classed as Personal Data which has been collected and processed on behalf of The Leprosy Mission England and Wales. It is your responsibility to:

* Keep and file securely and not share with any person other than TLMEW, any Personal Data that has been collected or recorded, either at home or at the church represented, but once it has been passed on to TLMEW keep it only for so long as is necessary.
* Use an envelope marked as private and confidential and suitably secure e.g double enclosure or hard backed and taped down, when posting the information to TLMEW.

## Data breach

In the unfortunate event that Personal Data for supporters of The Leprosy Mission England and Wales is lost or stolen, it is important for The Collector to: Inform The Leprosy Mission England and Wales, with as much information about the Data Breach without undue delay by email to post@TLMEW.org.uk with a telephone call to confirm receipt, and, in any event, within 24 hours, of the occurrence of a personal data breach.

\*If you do not have email access please telephone Supporter Relations on 01733 370505 within 24 hours.

**Your privacy**

The Leprosy Mission and designated representatives will collect your data to process your donation. Your details will only be used to provide you with information you would reasonably expect or have agreed to. This may include using your data to analyse our supporter donor base, so that our marketing communications with you and others are appropriate and cost effective. You can withdraw consent to us using your data in this way at any time by contacting our Supporter Care team on 01733 370505 or by emailing post@TLMEW.org.uk. We never sell our data, promise to make all reasonable efforts to keep your details secure and will only share them with suppliers working on our behalf.

The Leprosy Mission England, Wales, the Channel Islands and the Isle of Man, Goldhay Way, Orton Goldhay, Peterborough PE2 5GZ 

**Tel** 01733 370505 [**www.leprosymission.org.uk**](http://www.leprosymission.org.uk/)Registered charity no. 1050327 A company limited by guarantee registered in England no. 3140347