

APPLICATION FORM

# DIRECTORS CIRCLE



If you would like to join or renew as a Patron, please complete this form and return it to: Rowen Hunt, Philanthropy Manger at National Portrait Gallery, St Martin's Place, London WC2H 0HE or rhunt@npg.org.uk

## Personal Details

Please print your details in block capitals

Name \_\_\_\_\_ Name of Spouse/Partner \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Areas of interest \_\_\_\_\_

### Level of Donation:

- Directors Circle (£10,000 or \$15,000 per annum)
- Additional Donation £ \_\_\_\_\_

### Payment methods:

- Direct Debit (see overleaf)
- Cheque (payable to National Portrait Gallery)
- Credit Card (to pay by card please contact us on 020 7321 6645)

**Data Protection.** The National Portrait Gallery is committed to protecting your privacy. All personal data given on this form will be held securely and in compliance with the GDPR and Data Protection Bill. It will be used to administer your Patronage application and thereafter to provide you with regular email updates about events, fundraising campaigns, benefits, services, and special offers available to donors. It will not be passed on to any third parties without your permission.

From time to time, the National Portrait Gallery would also like to inform you about additional activities, services, events, shopping, special offers, and fundraising campaigns that may be of interest. Occasionally this correspondence will include information about specially selected partner organisations.

Yes, I would like to receive this information via:  Email  Post  Phone

US tax payers may wish to pay their Patronage donation in dollars through the American Friends of the National Portrait Gallery which receives full tax exemption from the IRS under section 501(c)(3). Please contact us for more details.

For more details visit [npg.org.uk/support](http://npg.org.uk/support)

## Help us to claim *Gift Aid* on your Director's Circle membership at no extra cost to you

In order to Gift Aid your donation you must tick the box below.

*giftaid it*

I wish to Gift Aid my donation and any donations I make in the future or have made in the last four years to the National Portrait Gallery.

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) this 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 it is my responsibility to pay any difference. I understand that the National Portrait Gallery will reclaim 25p of tax on every £1 that I give. **Please notify us if you change your name, address or tax status, or please contact us for more information on Gift Aid.**

### Instruction to your Bank or Building Society to pay by Direct Debit

I would like to support the National Portrait Gallery for the coming year and:



Make an annual payment of £10,000

Make an annual payment of £ \_\_\_\_\_

### Name and full postal address of your Bank or Building Society

To: The Manager

Bank/Building Society

Postal Address

Postcode

Name of Account Holder	
Account No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Sort Code	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>

For office use only:

SERVICE USER NUMBER 763555

Reference Number

#### Instructions to your Bank or Building Society

Please pay the National Portrait Gallery by Direct Debit from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this instruction will remain with the National Portrait Gallery and, if so, will be passed electronically to my Bank/Building Society.

Signature(s)

Date

#### Direct Debit Guarantee – This Guarantee should be detached and retained by the payer



- 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 National Portrait Gallery will notify you.
- 10 working days in advance of your account being debited or as otherwise agreed. If you request National Portrait Gallery 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 National Portrait Gallery 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 requested by the National Portrait Gallery.
- 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 the National Portrait Gallery.