

**NOTES TO ASSIST IN THE COMPLETION OF
THE STANDING ORDER FORM**

- At item 1 Enter the name and address of your bank.
- At item 2 Enter the amount *in words* which is to be paid each period.
- At item 3 Enter the amount *in figures* which is to be paid each period and delete "month", "quarter" or "year" as appropriate.
- At item 4 Enter the date on which the first payment is to be made.
- At item 5 Enter the date that the last payment is to be made under the Order if you want the payments to cease on a particular date. However most donors allow the payments to continue until they instruct otherwise.
- At item 6 Delete this sentence if there is no existing Order, or amend as necessary.
- At item 7 Sign and date the form and show your bank account details.

Please return this form by post to the Treasurer –

Frank Kelley
7 All Saints
22 Darley Road
EASTBOURNE BN20 7GE

or to him via the Church Office.

If you have any queries he may be contacted on –
01323 724881

or by email to –
frank.kelley@btinternet.com

**STANDING ORDER
IN FAVOUR OF ST JOHN'S CHURCH**

- [1] Name and address of donor's bank:
.....
.....
.....
Please pay to CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West
Malling ME19 4JQ for the credit of:
St John's P.C.C. General Fund
Account number **00020267**
Sort code **40-52-40**
[2] the sum of (amount in words)
[3] say £..... each month / quarter / year
[4] starting on the day of 20.....
[5] until countermanded in writing [7 or if earlier].
[6] * This [is in addition to / cancels] any previous standing order I have with
the above mentioned Parochial Church Council.
[7] Signed
Date
Name
Bank Sort Code
Account Number
† Delete these words if no final date is to be shown..
* Delete or amend this sentence as appropriate