

**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**

Name and address of donor's bank:

- [1]
-
-

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 [† 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

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