

# U P D A T E F O R M

Withington has a vibrant and active community of alumnae and friends and you are important to us. Help us to keep your records at Withington up-to-date so that we can ensure you receive appropriate publications, event announcements and news of other initiatives that

we think will be of interest. If you are an alumnae, please also provide your professional information so we can have a better understanding of the diverse fields where Withington alumnae are making an impact and can tailor career related communications to you appropriately.

## YOUR DETAILS

Please give updated details here:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of birth: \_\_\_\_\_ Year you left WGS: \_\_\_\_\_

Which house were you in whilst at WGS: \_\_\_\_\_

Constituency ID  
Name  
Address  
Address  
Address  
Address  
Address  
Postcode  
Home Phone  
Mobile phone  
Email

## YOUR HIGHER & PROFESSIONAL EDUCATION (ALUMNAE)

Please give details of course, year and institution:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## YOUR CAREER (ALUMNAE)

Are You (Please tick):  Employed  Self-employed  Retired

Job Title: \_\_\_\_\_

Organisation: \_\_\_\_\_

Phone (work): \_\_\_\_\_

Email (work): \_\_\_\_\_

What is/was your profession: \_\_\_\_\_

What industry do/did you work in: \_\_\_\_\_

Professional bodies: \_\_\_\_\_

Directorships: \_\_\_\_\_

Trusteeships: \_\_\_\_\_

## YOUR COMMUNICATION PREFERENCES

We may from time to time, send you information through the post, including the annual Withington Onwards magazine. Please take a moment to let us know what other methods of communication you would prefer by ticking the boxes opposite:

Telephone:  Yes  No

Email:  Yes  No

I would like to receive a Quarterly e-news containing general school and alumnae news and event information:  Yes  No

SMS Text or messaging app (via my mobile):  Yes  No

I would like to opt out of all communications from Withington Girls' School

Please return to:

**The Development Office, Withington Girls' School, Wellington Road, Fallowfield, Manchester, M14 6BL** or email details to **development@wgs.org**

You can update your communication preferences at any time by contacting the Development Office on [development@wgs.org](mailto:development@wgs.org) or 0161 249 3494. The WGS Development Office processes personal information in accordance with all relevant data protection legislation. Your data are held on a secure database and are used for the School's educational, social and charitable purposes only. We will never sell your data. Full details on how your data are used, and your rights under GDPR and the Data Protection Act (2018), can be found in our privacy statements – see <https://www.wgs.org/about-withington/data-protection/>

# THE WGS TRUST DONATION FORM

Withington Girls' School is grateful for all contributions to the WGS Trust. Please use this form to let us know how you would like to support us.

## Did you know your donation is eligible for Gift Aid?

The Withington Girls' School Trust is a charity and your Gift Aid signature will allow the School to claim an extra 25% at no cost to you. Please sign below to make your gift eligible.

**YOUR DETAILS**  
Name inc title: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Postcode: \_\_\_\_\_

**I would like to support:**  Area of greatest need  Bursary Fund  Ad Lucem Fund  I would like my donation to remain anonymous

I have made an online donation at [www.wgs.org/development/donate/](http://www.wgs.org/development/donate/) on  /  /

I would like to make a single donation of £ \_\_\_\_\_ and enclose a cheque/CAF voucher payable to 'The WGS Trust'

I have donated £ \_\_\_\_\_ on  /  /  by direct bank transfer to WGS Trust. Acc No 64734660. Sort 30-95-42  
Please quote your name and class year, i.e. PSmith1976, as a reference so that we can identify your donation.

I would like to make a regular gift (Direct Debit): I wish to make a gift of £ \_\_\_\_\_ every  month  quarter  year (please tick)

I would like the payments to be taken out from my account on 1st of each month (please tick)

From the date commencing:  /  /  until further notice.

Please fill in the Direct Debit form (a copy of the Direct Debit guarantee and mandate will be posted on receipt of this form).

I would like to discuss making a gift in my Will to WGS. Please send me further information.

*giftaid it*

Boost your donation by 25p of Gift Aid for every £1 donated

I want to Gift Aid my donation and any donations I make in the future to Withington Girls' School Trust. 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 donations in that tax year it is my responsibility to pay any difference.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## HIGHER TAX PAYERS

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Please notify us if you: • want to cancel this declaration  
• change your name or home address • no longer pay sufficient tax on your income and/or capital gains

## Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form using a ball point pen.

Name(s) of account holder(s): \_\_\_\_\_

Bank/building society account No:  Sort code:  /  /

Name and full postal address of your bank or building society

To The Manager of

Bank/building society

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Reference: **T H E W G S T R U S T**

Service user number: **8 4 0 0 9 8**

### Instruction to your bank or building society

Please pay RSM2000 re WGS Trust Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with RSM2000 re WGS Trust and, if so, details will be passed electronically to my bank/building society.

FOR RSM2000 re WGS Trust OFFICIAL USE ONLY. This is not part of the instruction to your bank or building society.

Website 2022

Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

Banks and building societies may not accept Direct Debit Instructions for some types of account

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Manchester M14 6BL**

**E: [Development@wgs.org](mailto:Development@wgs.org)**

**T: 0161 249 3494**

Thank you for your support