



# Thank you for supporting the University of Oxford



The choir needs to raise funds for its day-to-day running costs. This includes purchasing music, hiring venues and transport, marketing concerts, and funding special projects such as collaborations with composers, orchestras, and other ensembles. Tours are an important major expenditure for the choir, providing a medium for cultural exchange and encouraging the choir to understand the importance of performing together as a group.

Schola is currently building a fund to endow the post of conductor. This will ensure that the members of Schola can continue to benefit from the committed expertise of a talented professional conductor in years to come. We will need to raise £200,000 to make this possible.

Your support will be very much appreciated.

Thank you.



## Direct Debit Guarantee

- 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, Oxford University Development Trust will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Oxford University Development Trust 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 Oxford University Development Trust 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 Oxford University Development Trust asks you to.
- 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 us.

## Increase the value of your donation with Gift Aid

If you are a UK taxpayer, you can declare that all donations made on or after the date of your declaration should be treated as Gift Aid donations. Doing so maximises your gift: we can reclaim 25p for every £1 you donate at no further cost to you. You must have paid an amount of Income Tax and/or Capital Gains Tax at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that you donate to will reclaim on your gifts for that tax year (currently 25p for every £1 you donate). NB: Other taxes that you may pay, such as VAT or Council Tax, do not qualify for Gift Aid relief. Please consider a Gift Aid donation wherever possible. For details, please see: [www.campaign.ox.ac.uk/giftaid](http://www.campaign.ox.ac.uk/giftaid).

Your declaration covers donations that you may make in the future – please notify the University of Oxford Development Office if you change your name or address while the declaration remains in force. You may cancel the declaration by notifying the Development Office. The declaration will not apply to donations you make on or after the date of cancellation or specified later date. If you are unsure whether your donation qualifies for Gift Aid, we will be pleased to advise you. Please contact the Development Office at the address opposite.

See what a difference signing and dating the Gift Aid box can make:

Your gift each month	Value each month with Gift Aid	Value after one year	Value after one year with Gift Aid
£10	£12.50	£120	£150
£25	£31.25	£300	£375
£50	£62.50	£600	£750
£100	£125	£1,200	£1,500

### Data Protection

We want to ensure that we keep the details we hold about you up to date and communicate with you fully in accordance with your wishes. **Your data will continue to be used for the purposes of communication and marketing activities by post, email, telephone, fax or text message, unless you indicate otherwise.** We use tools to monitor the effectiveness of our communications with you, including email tracking, which records when an email from us is opened and/or how many links are clicked within the message. The data from this tracking are generally used in an aggregated and anonymised form. If at any time your details change or you wish to add to or remove from the list of communications sent to you then please contact us.

Your data are held securely in the University's shared Development and Alumni Relations System (DARS), which helps ensure your details are up to date and improves our communications with you. The data may be used by colleges, faculties, departments, administrative units, international offices, recognised alumni societies, sports and other entities associated with the University, and agents contracted by University in that capacity.

Full details on how your data are held and used are set out in our Data Protection Statement at [www.campaign.ox.ac.uk/data\\_protection](http://www.campaign.ox.ac.uk/data_protection) or you can request a hard copy from our Database Team. Some sensitive personal data may be held in DARS. If at any time you have any queries about the use of your personal data in DARS or wish to change the fact of, or extent of, use of your personal data, please contact the Database Team, quoting your alumni card number (if you have one), at the address given below, or email [database@devoff.ox.ac.uk](mailto:database@devoff.ox.ac.uk), or telephone (01865) 611600.

### Charitable Status

Other than gifts for colleges, all gifts will be held in one of the specific broad-purpose funds within OUDT. The gifts will then be applied in accordance with the purposes of the relevant broad-purpose fund. Details of the broad-purpose funds and their purposes can be found at [www.admin.ox.ac.uk/trusts/oudt](http://www.admin.ox.ac.uk/trusts/oudt). Wishes expressed on this form will not give rise to new trusts or other legally binding obligations. Every gift will contribute towards the Oxford Thinking Campaign ([www.campaign.ox.ac.uk](http://www.campaign.ox.ac.uk)).

The objects of the University of Oxford Development Trust Fund are to promote, assist and secure the advancement of education, learning, teaching, scholarship and research at or in connection with the University of Oxford, its colleges and societies. The Trust Fund is administered by the University and established for a special purpose in connection with the University. It is therefore an exempt charity for the purpose of charity legislation. As such, it has full charitable status; albeit it is exempt from the requirement to register as a charity with the Charity Commission, and therefore does not have a Charity reference number. The Trust Fund's Inland Revenue reference number is XN80595.

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