

# SPONSORSHIP FORM

## West Worthing 5k & 10k



About the participant:

First Name		Surname	
Address			Post Code
Email		Telephone No.	

**Who Are We?** The West Worthing 5k & 10k run is to raise money for the Thrive Federation of special schools in West Sussex which is made up of Palatine Primary School, Oak Grove College, Cornfield School and Herons Dale School. Palatine, Herons Dale and Oak Grove cater for children with special educational needs including moderate, severe and profound and multiple learning needs many of whom have associated sensory, motor and communication difficulties including Autistic Spectrum Conditions. Cornfield School is for boys with social, emotional and behavioural difficulties. Some of the projects the schools are looking to fund are; wheelchair accessible play equipment, Forest School shelter, Calming room sensory equipment, a new trim trail and refurbishment of a Food Technology room.

*Thank You!*

### How to return your sponsorship money

You can send us the money online or via the post:

**Online via:** [justgiving.com/palatineschool](https://www.justgiving.com/palatineschool)

**Post:** Please send cheques made payable to 'Friends of Palatine School' to:

West Worthing 5k & 10k  
 Palatine Primary School  
 Palatine Road  
 Worthing  
 West Sussex  
 BN12 6JP

*Monies will be collected by the Friends of Palatine School and distributed equally to all three schools in the COP Federation.*

### Important things to remember for Gift Aid

- Remind your sponsors that Gift Aid means UK taxpayers can add an extra 25% to their sponsorship at no extra cost to them
- Make sure your sponsor writes their full name, home address and postcode on the form so we can claim Gift Aid. Please note we cannot claim Gift Aid from business addresses or multiple donors, e.g. Mr & Mrs Smith.
- The form must be completed in their own handwriting.

Please sponsor me (name of participant) \_\_\_\_\_

To run the West Worthing 5k / West Worthing 10k (Delete as appropriate) on 11<sup>th</sup> March 2018

In aid of the Thrive Federation (Cornfield School, Oak Grove College, Herons Dale School and Palatine Primary School)

Money will be collected by Friends of Palatine School – Charity Number: 1005714 and distributed evenly between the 4 special schools

If I have ticked the box headed 'Gift Aid? ✓', I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want the 'Friends of Palatine School' to reclaim tax on the donation detailed below, given on the date shown. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given.

**Remember: You must provide your full name, home address, postcode & '✓' Gift Aid for the charity to claim tax back on your donation.**

	<b>Sponsor's Full Name</b> <i>(First name &amp; surname)</i>	<b>Sponsor's Home address</b> <i>Only needed if are Gift Aiding your donation.</i> <i>Don't give your work address if you are Gift Aiding your donation.</i>	<b>Postcode</b>	<b>Donation Amount</b>	<b>Date Paid</b>	<b>Gift Aid</b> ✓
1				£		
2				£		
3				£		
4				£		
5				£		
6				£		
7				£		
8				£		
9				£		
10				£		
11				£		
12				£		
<b>Please continue on a separate sheet if required</b>			<b>TOTAL</b>	<b>£</b>		

To be completed by the Thrive Federation:

Total donations received	£	Total Gift Aid donations	£	Date money received	
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