

How to send your donation



Thank you for raising money for Embrace the Middle East

Donate by cheque

Make cheques payable to **Embrace the Middle East** and send it to us at 24 London Road West, Amersham, HP7 0EZ or use the freepost envelope provided.

Please complete and return the Donation Form overleaf and send it with your cheque.

Donate by Gift Aid envelope

1. Open and empty any envelopes containing cash or cheques made payable to your organisation, writing the amount extracted on each envelope as you go.
2. If an envelope contains a cheque made payable to us, leave it in the envelope.
3. Sort and total donations into
 - Cash
 - Cheques made payable to us
 - Cheques made payable to you or your group
4. Bank the cash and cheques made payable to your organisation into your own account. Raise one collective cheque for the banked amount made payable to **Embrace the Middle East**.
5. Complete the Donation Form overleaf and send it to us with:
 - Your emptied Gift Aid envelopes
 - Gift Aid envelopes containing cheques made payable to us
 - Your collective cheque made payable to **Embrace the Middle East**

Donate by debit or credit card

Visit embraceme.org/donate for our secure online payment form.

Call our Supporter Care Team on **01494 897950**.

Please also fill out the online Donation Form at www.embraceme.org/donation-form

Donate by bank transfer

Account name: Embrace the Middle East

Sort code: 60-11-01

Account number: 15540464

If you have made a donation by bank transfer, please email us at info@embraceme.org with the following details

- The total amount raised and transferred
- The date you made the transfer
- If you will also be sending Gift Aid envelopes in the post
- Your details, including your supporter reference if known
- If you are donating on behalf of a group, their name, address and supporter reference number if known

Please also complete the Donation Form overleaf and send it by post/email. Or you can use the online version of the form at www.embraceme.org/donation-form.

If you need help

Call: Supporter Care Team on **01494 897950**

Email: info@embraceme.org

Please note we are unable to claim Gift Aid on donations made from an organisation's funds.

Donation Form



Please complete this form and send it with your donation to:

Embrace the Middle East, 24 London Road West,
Amersham, HP7 0EZ

or use the freepost envelope provided.

This donation is being made:

by an individual on behalf of an organisation

This donation was made following:

a specific collection for Embrace a donation from general church funds

a fundraising event. Tell us more: _____

other. Tell us more: _____

Total amount donated: £

Your gift will be allocated to where the need is greatest, however if your donation is in response to a specific appeal please let us know here: _____

The donation has been made via the following method: *(please tick all that apply)*

Cheque/s enclosed

We have used your Gift Aid envelopes (enclosed)

Online via credit/debit card Date of payment: _____

Online via bank transfer Date of payment: _____ Payment reference: _____

Your details:

Title: _____ First name: _____ Surname: _____

Address: _____

Postcode: _____

Telephone: _____ Email: _____

Individual supporter reference (if known): _____

Please complete the following if you are donating on behalf of an organisation:

Name of organisation: _____

Address of organisation: _____

Postcode: _____

Telephone: _____ Email: _____

Name of person who ordered Embrace resources, e.g. Bethlehem Carol Sheets, Harvest Resource Pack, if the donation being made is in response to fundraising: _____

Church website address: _____

Organisation supporter reference (if known): _____

We would love to say thank you to the group that has raised money. If we should be contacting a different person/organisation to those named above, please let us know.

Title: _____ First name: _____ Surname: _____

Address: _____

Postcode: _____

Telephone: _____ Email: _____

Embrace supporter reference (if known): _____

If you do not wish to receive any further information on Embrace's work, please contact us on **01494 897950** or email: **info@embraceme.org**