

MyDonate change of bank details form



Please fill in this form using block capitals and black ink and return it to us at the address stated. Ensure that you complete the form in full, including the appropriate authorised signatories. You will need to include your MyDonate Registration ID on this form so it may be easier to have the earlier email we sent you to hand.

Return address:
MyDonate Correspondence
BT
Durham
DH98 1BT

We will also need an **original** bank statement or certified letter from your bank dated within the last three months. This will be returned to you following verification.

Your charity

Name and address of charity:

Registered charity number in England/Wales or Scotland. For Northern Ireland, CASCs and exempt charities use your charity HMRC number:

Your MyDonate Registration ID:
(you will find this in the confirmation email we sent to you)

Your new bank account details

Sort code: — —

Bank or Building Society name:

Account number:

Building Society roll number (if applicable):

Account name:

Bank or Building Society address:

Tick the box to confirm that this account belongs to the charity named above

Bank account authorisation

To link this bank account to your charity's MyDonate account, we will need authorisation from your treasurer/finance director as well as either a trustee, charity director or management committee member. Signatures will also confirm that all details on the form are correct.

Please note: We will continue to transfer any payments into your existing bank account until we have validated your new account (we will contact you once this is completed). Please do not close your existing bank account in the meantime.

Authorisation 1

Signature:

Full name:

Capacity in which you're signing:

Date:

Authorisation 2

Signature:

Full name:

Capacity in which you're signing:

Date:

