

PGS ~ Your Questions Answered incl. How to Sign Up

Will my details be safe?

The PGS has invested in a sophisticated Customer Relationship Management database, which is used by some of the UK's largest charities. It is a secure system which adheres to the Data Protection Act.

What rate of inflation will be used?

Retail Price Index (RPI) will be used as an independent and well known measure. The scheme will increase all relevant gifts using the rate for January of that year (if this rate is unavailable the rate for the previous January will be used for consistency).

What if I say yes to an inflationary increase, but my circumstances change?

We fully understand that circumstance change; please rest assured that you will be written to 30 days in advance of any increase with the revised amount. If you are unable to meet it, simply let us know.

Can I choose the day my gift is collected?

Unfortunately not. In minimising costs it is important that all donations are collected on the same day each month, which has been agreed at the 1st.

Will your Parish be charged for this scheme?

There is no direct charge to the Parish for using the Parish Giving Scheme or processing the donation. The annual running costs of the scheme are met by the Diocese.

Why am I donating to the PGS?

In order to claim Gift Aid and manage the donation on behalf of the Parish, it is necessary that the donation is legally given to the PGS who are handling all the administration on the Parishes behalf. The donation is restricted to the Parish and cannot be used by the PGS for any other purposes.

Why can't the Parish offer direct debit?

Direct debiting is a highly regulated system, and is only offered by Banks for established businesses or organisations who are considered financially sound and reputable with proven internal control systems.

What next?

How do I go about signing up to the scheme?

There are **3** ways in which you can sign up to the Parish Giving Scheme:

1.



Complete a manual form - circulated with this information as a separate attachment. Download, print and complete the gift form with as much detail as possible using a black pen in **BLOCK CAPITALS** and post it to:
Parish Giving Scheme, 76 Kingsholm Road, Gloucester GL1 3BD

It has to be printed out in high-quality colour, filled in with a pen, and physically posted. They won't accept emailed forms.

N.B. Important details relating to the church have already been entered for you.

Notes:

We welcome gifts from couples, so if you wish to make a joint gift please write 'Mr & Mrs' in the 'other' box. For the purpose of Gift Aid however they need the signature of just one individual who pays sufficient tax to cover the gift. Please add your title in the Gift Aid signature box so they know which individual the declaration belongs to.

Please remember to indicate if you are prepared to agree to the annual inflationary increase. You will be contacted 30 days before any increase should you wish to decline.

Please also complete the relevant section if you are able to Gift Aid, as this increases your gift by a further 25% without any extra cost to yourself.

2.



Use a PGS telephone service, designed to enable prospective donors to set up a regular Direct Debit gift over the phone.

Please call their dedicated telephone number: **0333 002 1271**

Lines are open Monday to Friday, between 9 – 5pm.

You will need to have your bank account details, church/parish name and PGS parish code to hand (the church details can be found on the manual form referred to above.)

You will be able to Gift Aid your donation, if eligible, and you will also be given the option to increase your giving annually, in line with inflation.

3.

Go directly to our page on the PGS website where you can join online.

www.parishgiving.org.uk/donors/find-your-parish/south-molton-st-mary-magdalene-south-molton

Then what can I expect?

Within 10 working days you will receive a letter confirming your personal details, the level, frequency and date of your first gift and the parish you wish to restrict it to. Please check this letter thoroughly to ensure that all the details are correct.

In this letter you will receive a PGS reference number (located below the address) which needs to be retained by you, and quoted in any future communication you have with the Parish Giving Scheme. There will also be a bank reference code which begins with 'PGS Thank You', and ends with a unique number code. This is the description which will appear on your bank statement when each gift is given.

I currently give by standing order; how do I stop this?

Unfortunately the PGS are unable to cancel a standing order for you, only you may do this. If you bank online it is very simple to do through your online account, otherwise you will need to contact your bank and check their procedure.

Please wait for confirmation from PGS before cancelling your standing order in case of any query.

How do I go about changing my gift in the future?

We know that circumstances change and your ability to give may increase or decrease over time. If you wish to make a change please notify the Parish Giving Scheme quoting:

- Your PGS reference number (found below your address on PGS correspondence)
- How much your existing gift is for
- What you would like it changed to
- When you would like this change to be brought into effect

Should you wish to have a confidential conversation about your options in changing your gift, please don't hesitate to contact your parish giving representative or the Parish Giving Scheme.

Note: For administrative reasons the **Parish Giving Scheme cannot make any changes within 10 days of the next gift date.** You will receive written confirmation of any change you have requested within 10 days.

