

New bank account details

To add a bank account to your charity's Virgin Money Giving account, please fill in this form and return it to us at: **theteam@virginmoneygiving.com**.

If you'd like to add more than one bank account, please fill in a form for each account. Please make sure every form you send to us has been authorised by two of your charity's trustees, directors or members of the Managing Committee of your charity.

For every bank account you add to your Virgin Money Giving account, please send us a bank statement dated within the last 3 months. Both online statements and photocopies are accepted.

Name of charity

Charity number

Your bank account

Sort code

 - -

Account number

Account name

Does this account belong to the charity above?

 Yes No

Bank or Building Society name

Building Society roll number
if applicable

Bank or Building Society address

Account description

Lets you name your account for ease of use

What will this account be used for?

 Donations **and/or** Trading (e.g. event fees)

Will this account be your default account?

We'll always use your default account unless you tell us otherwise

 Yes No

Bank account authorisation

To add this bank account to your charity's Virgin Money Giving account, we'll need authorisation from two trustees, directors or members of the Managing Committee of your charity.

Authorisation 1

Signature

Full name

Capacity in which you're signing

Date

 / /

Authorisation 2

Signature

Full name

Capacity in which you're signing

Date

 / /