**JOIN OUR 500 CLUB & YOU COULD BE OUR NEXT WINNER!**

Welcome to our 500 Club – a great way for you to support us whilst having a bit of a flutter! The purpose of the 500 Club is simply to raise funds. The money will be paid into the school’s bank account and used to meet funding requests from the school, providing equipment, resources and opportunities for pupils. Here’s how it works…

* You complete and sign the attached membership form and Standing Order mandate for £10 a month (or £120 annually if you prefer)
* This buys you one membership number (which we will allocate). This enters you into the monthly draw. All participants must be over 16
* The draw will take place during the last week of each month, one month in arrears
* If you win, the money will be transferred straight into your bank account and the name of the winner published on the school’s website and on our Facebook page.

The prize money will be 25% of the membership fee taken that month. The remaining 75% goes to the school to help fund equipment, resources and opportunities for pupils.

Any queries, please contact Kerry Jones (01708 222660) or email [kjones@mary.havering.sch.uk](mailto:kjones@mary.havering.sch.uk)

**RULES**

1. For a cost of 10 per month (i.e. per draw) you will be allocated one number between 1 and 500
2. A draw will be made every month, one month in arrears
3. The prizes will total 25% of the annual income
4. The 500 Club is a private lottery and is open to all parents, carers, staff and friends of the School. Anyone age 18 or over can join
5. Payments must be made by Standing Order. One month’s notice is required for cancellation
6. Member’s numbers will only be entered if their subscription is up to date
7. The draw shall be made by the Head Teacher or, in her absence, a senior member of staff during the last week of each month
8. The winning amount will be transferred to the account detailed on the bank mandate provided to us within one week of the draw
9. The name and numbers for each month’s winners will be posted in the school school’s website, and Facebook page
10. The 500 Club will be run by the school. In case of any dispute the decision of the Senior Leadership Team is final
11. Unless otherwise advised, a member will be deemed to have left the 500 Club if his/her subscription renewal remains unpaid for a period of one month and their number may be sold to someone on the reserve list
12. If a winner cannot be contacted, the winnings will be placed into school funds after six months.

**JOIN THE 500 CLUB**

**YOUR MEMBERSHIP NUMBER** (ALLOCATED ONCE THE FORM IS SUBMITTED)

|  |  |  |
| --- | --- | --- |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Your name:** |  | | | |
| **Contact telephone number:** |  | | | |
| **Email address:** |  | | | |
| **I consent to the below details being kept on file by Sacred Heart of Mary Girls’ School so in the event of a win, the monies can be transferred to the bank account detailed below:** | | | | **✓** |
| **Bank name:** |  | | | |
| **Name on bank account:** |  | | | |
| **Account number:** |  | **Sort code:** |  | |

I/we understand that **Sacred Heart of Mary Girls’ School** will forward the completed Standing Order Mandate to the bank indicated and that £10 will be taken from my/our account on the first of each month, or a sum of £120 to be paid annually by Standing Order and paid into the School’s bank account until I/we advise the bank otherwise.

I/we agree that if we wish to cancel this order I/we will also inform **Sacred Heart of Mary Girls’ School** of this decision.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature**: |  | **Date**: |  |

**Please return this form to Kerry Jones together with your   
Standing Order mandate so we can update our records.**

**THANK YOU FOR YOUR SUPPORT AND GOOD LUCK!**

# STANDING ORDER MANDATE

(When completed, please return this form to the school – **NOT** to your bank)

|  |  |  |  |
| --- | --- | --- | --- |
| **To the Manager (Please complete your bank’s full address)** |  | | |
| **Please pay to:** | Lloyds TSB PLC  21-25 Station Lane, Hornchurch, RM12 6JL  (Sort code 30-14-24) | | |
| **For the credit of:** | Sacred Heart of Mary Girls School fund account  (Account number 07178667) | | |
| **Quoting reference:** | 500/………………(please leave blank) | | |
| **The sum of:** | £10.00 (ten pounds only) | | |
| **On:** | The 1st of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ - thereafter, please pay a like sum on the same day monthly until further notice | | |
| **Name of account to be debited:** |  | | |
| **Account number:** |  | **Sort code:** |  |
| **Address:** |  | | |
| **Print name (block caps):** |  | **Signed:** |  |