



COLLECTION TIN INCOME SHEET

Collection Tin Number

Holder's Details

Name

Address

Telephone No

Email address

Location of tin (if different)

Address

Emptying Details

Opened by

Total money taken from tin

In the presence of

£

1st signature

Date

2nd signature

Do you require written thanks to acknowledge this donation?

Yes No

Do you require a certificate for the amount raised?

Yes No

Do you require an updated World Horse Welfare label for your tin?

Yes No

Please indicate if you require the following:

Income sheet Seal

Please return this completed form to Anne Colvin House, Snetterton, Norwich, NR16 2LR

To the Bank: Please stamp and sign this income sheet and quote the above collection tin number on the remittance advice to us.

If you would ever like to change the way you hear from World Horse Welfare or change how we process your data, please call +44(0)1953 497239 or email info@worldhorsewelfare.org.





EMPTYING YOUR COLLECTION TIN

When opening the tin(s) please do so in the presence of a witness. You should enter the amount collected on the income sheet which is to be signed by yourself and the witness.

Then simply forward the completed income sheet together with a cheque for the amount collected, made payable to World Horse Welfare, to the address overleaf.

Alternatively the money collected can be banked at your nearest branch of Lloyds Bank using the following details:

Branch: Norwich

Account Name: World Horse Welfare

Account Number: 01080941

Sort Code: 30-96-17

Please ask the bank to stamp and sign the income sheet before you send it to us.

Please ring 01953 497210 or email francesplume@worldhorsewelfare.org to notify us of the amount of money paid into the bank as soon as possible after banking, as this information appears on our statement before your receipt arrives through the post.

If you need written thanks to acknowledge your donation, or if you would like another income sheet or seal for your tin, then please tick the relevant boxes on the income sheet before you return it.

If you no longer wish to collect on behalf of World Horse Welfare, then please return the empty tin to us with your final income sheet.

Thank you for your support.