



# ROYAL ACADEMY OF MUSIC

Marylebone Road, London NW1 5HT • [www.ram.ac.uk](http://www.ram.ac.uk)

Development Director, Carol McCormack

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15<sup>th</sup> November 2007

*Dear Sir / Madam*

As you are aware, an award is being established at the Royal Academy of Music to honour Stephen Bicknell who dedicated his life to music. It seems fitting that this award is known as the Stephen Bicknell Organ Studies Bursary, to honour Stephen's love of the organ and his desire to support Academy students.

We understand that you would like to make a contribution towards this fund which will be ringfenced for the purpose of organ bursaries. The capital sum will be invested, the interest of which will be used to support the study of a deserving organ scholar who would not ordinarily have the means to study at the Academy.

The Royal Academy of Music is a registered charity number 310007. Cheques are made payable to the Royal Academy of Music marked for my attention and I will pay the gift into the correct account code and instruct accounts accordingly.

Also, we would be grateful if you filled in a Gift Aid form which is attached. As of April 2007, we will be entitled to 25% tax reclaim from the Inland Revenue on every £1 donated by UK taxpayers to the Academy.

Thank you so much for considering supporting the Royal Academy of Music in this way.

Do not hesitate to contact me if I can help you further.

Yours sincerely

*Carol*

Carol McCormack  
Director of Development

Cc David Titterington  
Head of Organ



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## GIFT AID DECLARATION

Title                      Forename(s)                      Surname

Address

Postcode

Telephone

Email

Declaration

I want the charity to treat as Gift Aid donations and reclaim tax on

The enclosed donation of £

The donation(s) of £                      which I made on

All donations I make from the date of this declaration until I notify you otherwise

All donations I have made since 6 April 2000, and all donations I make from the date of this declaration until I notify you otherwise

Please tick as appropriate

Date of declaration

Signature

Note

You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations (currently 28p for each £1 you give).

### Thank you for your support

I understand the Royal Academy of Music will hold and use data provided by me for administration purposes, to keep me informed of its activities and for occasional fundraising appeals. If you prefer us not to contact you in the future please tick this box.

Occasionally we agree with carefully selected charities to write to each other's supporters for our mutual benefit. If you do not wish to hear from them, please tick this box.

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Registered Charity No. 310007