



New Hall Parents' Association

working together for our children

For all of you who have a special relationship, past or present, with New Hall School or who, for whatever reason, have a special affection for the School, then the NHPA Club is for you! A **£12.00 annual** ticket, paid by standing order, will entitle you to be entered into a **termly** draw. You may purchase as many annual tickets as you wish.

Details of the Club are on the back of this letter. Just think, selling only 150 tickets would generate £900.00 for the school and £900.00 prize money to be split between 9 lucky winners over the course of a year and that's from the sale of just 150 tickets!

Don't delay, fill in the Standing Order Mandate attached now, return it to your bank, send the slip below back to the school and you may be one of our lucky winners. Once the bank notifies me of the standing order, you will be issued with a prize draw number/s, depending on how many £12.00 annual tickets you buy. Your number/s will then be entered in the prize draw towards the end of each term. This arrangement will continue until you cancel your standing order.

Please help New Hall Parents' Association to provide only the best for our children, both now and in the future.

Club Secretary

Registered Charity No.1089016

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To: Mrs L Brignell, NHPA Secretary, New Hall Preparatory Divisions, The Avenue, Boreham, Chelmsford, Essex, CM3 3HS

Name:

Address:

.....

Tel No: E-Mail:

Reference you have quoted on the standing order mandate:
(e.g. Smith B. S.)

No. of tickets required: Date of Standing Order Mandate:

This information will be kept on a computer, used only in connection with the NHPA Club and not passed to a third party.

The Avenue, Boreham, Chelmsford, Essex, CM3 3HS Tel - 01245 236 178

Email-NHPA@newhallschool.co.uk

Registered charity no. 1089016

Rules for the NHPA Club

- Aim:** To raise money in support of the aims and objectives of the New Hall Parents' Association.
- Method:** Monies to be paid by members annually by Standing Order into the Club account. A £12.00 annual stake will entitle a member to be entered into a termly draw. A member may have more than one annual ticket. Each draw will take place in the presence of not less than three Committee Members. The three Members will sign to witness the authenticity of the draw. This will be available at the next Committee meeting. Winners will be notified by the Club Secretary, who will issue cheques; and details will be placed in the next School Newsletter. The details will include winners' names and prizes won.
- Prizes:** The subscriptions will be split 50:50 between NHPA funds and the prize fund for the Club draw. One third of the prize fund is allocated to each draw. It is then split 50% as first prize, 35% as second prize and 15% as third prize. If prizes are not claimed within two months, the Club Secretary will contact the winners to ensure receipt of the prize. It is the responsibility of the club member to inform the Club Secretary of any change of address. Every reasonable effort will be made by the Secretary to trace winners.
- Monies:** Will be placed in a Club Deposit Account (except for sufficient funds to be paid out to winners). Any surplus will be paid over to the Schools as and when deemed appropriate by the PA Committee. Details of monies in the Current and Deposit Accounts will be presented at each and every PA Committee meeting.
- Accounts:** Will be audited with the main PA accounts. The financial year will end on the 31 July in each year.
- Membership:** Any person who is defined as a member of the NHPA (in accordance with the Constitution and Rules) or as a Friend of the School, shall be eligible for membership. Membership will commence upon correct completion of a Standing Order Mandate and acceptance by the clearing bank.
- Cancellation:** By indication to the Club Secretary (in writing). Members will be responsible for cancelling any Standing Order Mandates as appropriate.
- Membership** A list of members and their ticket numbers is held by the Club Secretary and is available
- List:** for inspection at the Annual General Meeting.

These rules may be subject to change authorized by the PA Committee at the Annual General Meeting or at an Extraordinary General Meeting.

Small Lottery Registration No. 0930

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Standing Order Mandate
New Hall Parents' Association Club

Please complete this form in **BLOCK CAPITALS**

To:Bank Sort Code:

..... Branch
(Full address)

A. Customer's Details

Account Name: Account Number:

Tel No - Work: Tel No - Home:

Please set up the following Standing Order and debit my/our account accordingly

B. Organisation you wish to pay

Name of Organisation: **New Hall Parents' Association**

Bank and Branch Name: **NatWest, 6 High Street, Chelmsford, Essex, CM1 1BL**

Account Number: **20883692** Sort Code: **60-0513**

Reference which **must** be quoted:
(Surname plus initials eg Smith B.S.)

C. About the Payment - Amount Details

Amount of normal payment: £.....

Amount of normal payment in words:

Date of payment: Frequency: Annually.....

Commencing: **Now** or/...../..... (Delete as appropriate)

Expiry date: /...../..... **or** until further notice

Customer(s) Signature(s):

Date:

PLEASE RETURN THIS FORM TO YOUR OWN BANK

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