



Pledge Release Request

We are delighted to hear that your organisation has successfully raised the total project cost required and that the project is going ahead. In order for our Trustees to consider releasing their pledge, please complete this request form in full.

We will require a copy of your organisation's latest bank statement (i.e. issued within the last three months). The bank statement should clearly show the account name, sort code and account number (please note this should be the SAME account details you have given in this form). You can submit this form and a copy of your charity's bank statement either via your online account, email it to admin@garfieldweston.org or send by post to our usual address.

Thank you.

Name of organisation

Pledge reference number (*refer to your original email*)

Title of project/capital work

Total cost of project

Scheduled start date

Scheduled completion date

Contact name (printed)

Job title

Account name

(this must be the name of your organisation's bank account, not the name of the bank)

Account number

Sort code

Building society roll number (*if applicable*)

Please tick to confirm you have uploaded a copy of your organisation's latest bank statement

Please provide the name and job title of the contact in your organisation who authorises you to provide these details. Typically we would expect this to be your Finance Director, Treasurer or a similar role with responsibility for the financial management of your organisation.

Name

Job title

Please note that if we do not receive accurate bank details, we will not be able to make a grant payment. Thank you.

