

# I would like my Memory Tree leaf to read...

26 characters including name and spaces


( Please write the name(s) you would like us to engrave. Each leaf has space for 26 characters, including spaces.)

Their relationship to you...

My preferred leaf colour is:

Gold  White Gold  Rose Gold

(Please number 1 to 3. 1 being your first choice. We will do all we can to allocate your preferred colour, subject to availability.) Your leaf will be affixed to the tree by the Hospice team.

I would like to pay a single donation  I would like to give a monthly donation by Direct Debit

To complete your form please fill in the full payment options overleaf...

Please note monthly donations will be for a minimum of 12 months

## Application Form

Image of your memory tree...



### Bereavement Support

At Eden Valley Hospice and Jigsaw we can offer support to adults and children following a bereavement. We run one to one or group sessions with our bereavement team and complementary therapists.

To find out more please call the Family Support Team and Complementary Therapist on **01228 810801**

**We hope you will choose your own leaf and contribute to this wonderful installation. It also gives great comfort to other families at the hospice to realise they are not alone at a difficult time.**

### Terms & Conditions

- There is a limit of 450 leaves on the Memory Tree at any one time.
- In the event the tree is full at the time your form is received your leaf will be added when the next space becomes available. You will be notified in this event.
- At the end of the 12 month period you will be contacted by the hospice fundraising team and offered the opportunity to renew your leaf for a further 12 month period. If you do not wish to renew your dedication, your leaf will be returned to you in a special keepsake box. The period begins when your leaf is first displayed.
- Leaves are Gold, White Gold and Rose Gold coloured and can hold up to 26 characters including spaces.
- Eden Valley Hospice reserves the right to approve all wording and refuse any application at its discretion.
- In exceptional circumstances Eden Valley Hospice reserves the right to move or relocate the Memory Tree to another appropriate site within the hospice premises.
- Eden Valley Hospice retains complete control over the location and dates of installation of all leaves on the Memory Tree.
- The name engraved on your leaf will appear exactly as entered, so please check spelling carefully. Any amendments must be made within 10 working days of the date of the acknowledgment letter.
- Any donations you make for a leaf is in addition to any funds already received. We cannot backdate donations to purchase a leaf.



For more information call the Fundraising Team on **01228 817607** or visit [www.edenvalleyhospice.org](http://www.edenvalleyhospice.org) [www.jigsawhospice.org](http://www.jigsawhospice.org)

**Eden Valley Hospice and Jigsaw,  
Cumbria's Children's Hospice**  
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# Your Memory Tree...



**Celebrate a life.**

Registered charity no. 1008796



# Your Memory Tree. Who will you remember?



**Your Memory Tree** provides a lasting tribute to those you care about who have affected your life in a positive way.



## Your Memory Tree is a hand made bespoke item created by artist Claudia Ashley-Brown.

It features 450 leaves in three hues that can be engraved with the name of your loved one. Celebrate their life with this lasting tribute.

The Memory Tree will be situated in the reception area so you can easily visit whenever you wish to spend time to think about your loved one.

We ask for a suggested minimum donation of **£150 (or £12 per month)** to dedicate a leaf. Your dedication will help Eden Valley Hospice and Jigsaw to provide care, support and activities for local adults and children with life limiting illnesses.

### Your Leaf Colours.

The pricepoint is the same for any leaf so choose your beautiful colour.



Colours for indication purposes only.

### It's simple to create a great memory for anyone.

You can choose to remember any loved one on the Memory Tree, not just people who have been cared for at Eden Valley Hospice and Jigsaw. To dedicate a leaf, please complete the form, selecting your preferred leaf colour from the three options. Please note, we will do all we can to allocate your preferred colour, subject to availability.

### Complete the form.

After choosing your colour let us know your choice of inscription up to 26 characters including name and spaces.

### Confirm Your Engraved Message.

We will confirm the information you have sent to us. Please check the spelling is correct. If it is not you must let us know within 10 working days so that any errors can be corrected.

### Come and see it.

We will inform you when your leaf has been placed on the Memory Tree, but please be aware that this could take up to 28 working days.

### Renew or keep: the choice is yours.

The leaf is yours to have on the tree for one year. We will write to you towards the end of this time to see if you choose to have your leaf displayed for another year. If you do not wish to renew your dedication, your leaf will be returned to you in a special keepsake box.

## Application Form – Your Details (Please also see Gift Aid option below)

Title \_\_\_\_\_ Forename \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

At Eden Valley Hospice and Jigsaw, Cumbria's Children's Hospice we take your privacy seriously. Please tick if you are happy for us to keep in touch. Please tick how you would like us to contact you: Post  Email  Telephone

### I enclose my single donation of:

£ \_\_\_\_\_

(Minimum suggested donation of £150. Thank you.)

I enclose my cheque made payable to Eden Valley Hospice

Card payment (complete details below)

Card number

Expiry date

Name on card \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

### Gift Aid Declaration

**Boost your donation by 25p of Gift Aid for every £1 you donate: Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is used to identify you as a current UK taxpayer.**

In order to Gift Aid your donation you must tick one of the boxes below:

I want to Gift Aid my donation of £\_\_\_\_ and any donations I make in the future or have made in the past 4 years to: **Eden Valley Hospice OR**

I want to Gift Aid my donation of £\_\_\_\_ to: **Eden Valley Hospice**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

**Please notify the Hospice if you:** • want to cancel this declaration • change your name or home address • no longer pay sufficient tax on your income and/or capital gains

**If you pay income Tax at the higher or additional rate** and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

### I would like to give a monthly gift of:

£12  or other \_\_\_\_\_  tick to select (£12 minimum)

to start the 1st / 15th\* day of (month) \_\_\_\_\_ 20\_\_\_\_

Duration of donation  12 months  ongoing

Service User Number

Instructions to your bank or building society to pay by Direct Debit

Bank / building society account number

Branch Code Sort

Name and full address of your bank or building society

To: The Manager \_\_\_\_\_

Bank/Building society \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Eden Valley Hospice Reference \_\_\_\_\_

This guarantee should be detached and retained by the payer

#### The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Eden Valley Hospice will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Eden Valley Hospice to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Eden Valley Hospice or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society
- If you receive a refund you are not entitled to, you must pay it back when Eden Valley Hospice asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.