# F:\MARKETING\Brand\Artwork\MASTER ELEMENTS\LOGOS\Standard Logo\NGS_LOGO_microsoft compatible.jpgPROCEEDS FORM 2018

**Sussex West**

***“Thank you very much for opening your garden for the National Garden Scheme, we greatly appreciate your hard work and support.”***

***The NGS transfers monies received to an interest-bearing account each week. It will benefit the NGS and therefore its beneficiaries if you are able to pay in/send your donation as soon as possible (say within 2 to 4 weeks) after your open day(s).***

|  |  |
| --- | --- |
| Garden Name: |  |
| Name of Garden Owner(s):  Contact Phone Number: |  |
| Date(s) of Garden Opening(s) including ‘By Arrangement’: |  |

|  |  |
| --- | --- |
| Total Number of Visitors including ‘By Arrangement’ visitors: |  |
| Total Entrance Money: | £ |
| Teas and Other Refreshments: | £ |
| Plant Sales: | £ |
| Other (including donations, other sales): | £ |
| **SUM OF THE ABOVE:** | **£** |
| Less any expenses (please give details): | £ |
| **TOTAL PAYABLE TO THE NGS**: | **£** |

|  |
| --- |
| **Weather or other factors affecting opening:** |

**All entrance money, teas, plants and other sales are charitable funds that are due to the NGS from the time of payment by the visitor. If you wish to give a donation to another charity, this should have been agreed with your county organiser at the time of garden registration.**

**Proceeds to other charities for the provision of teas and plants sales:**

|  |  |
| --- | --- |
| Teas: | £ |
| Plants: | £ |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Payment Method: |  | BACS |  |  | Cheque |  |

**If possible, please pay by BACS/Faster Payment using the details below and e-mail or post this form to your County Treasurer.**

|  |  |
| --- | --- |
| Bank: | The Co-operative Bank |
| Account Name: | NGS Sussex West |
| Account Number: | 65506662 |
| Sort Code: | 08-90-34 |
| Reference: | Your Garden Name |

**If you wish to pay by cheque, please make the cheque payable to THE NATIONAL GARDEN SCHEME and send it with this form to your County Treasurer:**

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| Elizabeth Collison  Flat 17, Fairlight Court,  Pier Road, Littlehampton,  West Sussex, BN17 5DU  liz.collison@ngs.org.uk 01903 719245 |

National Garden Scheme

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