

Shelter
88 Old Street
London
EC1V 9HU
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running@shelter.org.uk
www.shelter.org.uk

## Sending in offline donations to Shelter

## Option One - Cheque

- 1. Write a cheque payable to 'Shelter' for the amount collected and banked.
- 2. Enclose a note with your name, address and event so we can add this to your total and thank you accordingly.
- 3. Send your cheques to your contact at Shelter:

Events Team Shelter 88 Old Street London EC1V 9HU

4. If you have used any sponsorship forms please send these in too so that we are able to claim Gift Aid.

## Option Two - Bank transfer

1. After you have collected money, bank any cash into the Shelter bank account:

Account name: Shelter National Campaign for Homeless People Ltd

Sorting code: 30-00-02

Account number: 01167206

- 2. Please include your name and your event as a reference when making the payment
- 3. Send an email to <u>running@shelter.org.uk</u> stating the date of the transaction so we can keep an eye out for it and ensure it's added to your total.

\*Please do not send any cash to us through the post.\*

Shelter, the National Campaign for Homeless People Limited

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