

# Stoke Mandeville and Other Parishes Charity

Charity commission reference: 296174

**Administration** provided by **Caroline Elizabeth Dobson**

17 Elham Way, Stoke Grange, Aylesbury, HP21 9XN

Telephone: 07966 442 036 Email: smandopc@gmail.com

## Application for Christmas Grant 2021

(Only **one** application per household please)

<b>Title(s)</b>	<b>First names</b>
<b>Surname</b>	<i>Applicant 1</i>
	<i>Applicant 2</i>
<b><u>Please make the cheque payable to ...</u></b>	
<b>Date(s) of birth</b> (Applicants must be over 70 years old on 1 December 2021)	<i>Applicant 1</i>
	<i>Applicant 2</i>
<b>Address</b> (Applicants must have lived in the Parish for 2 or more years on 1 December 2021)	
<b>Telephone / Mobile</b>	
<b>Email address</b>	
<b>Number of years resident in the parish</b>	

*I/We confirm that I/we will be **70 years of age or over** on 1 December 2021.*

*I/We confirm that I/we have been resident in the parish of Stoke Mandeville, or Great and Little Hampden **for at least 2 years** as at 1 December 2021.*

*I/We agree that, if I/we have provided an email address, you may use it to contact me regarding the Stoke Mandeville and Other Parishes Charity grant (I/we may unsubscribe from this service at any time)*

*I declare that the information given in this form is true and complete.*

*Signed*

*Date*

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## Terms and conditions for the Stoke Mandeville and Other Parishes Charity

### Who may apply:

- Any resident who is at least 70 years old and who has lived in the Parish of Stoke Mandeville (per the electoral role) or the Parish of Great and Little Hampden that has lived in that Parish for 2 or more years as of 1 December 2020 may apply for this grant.
- Applications are restricted to **one** application per household.

### How do I apply:

- Application forms will be available inside the Stoke Mandeville Parish Magazine, via the Stoke Mandeville and Other Parishes Charity website ([www.smandopc.org](http://www.smandopc.org)) or from David Brown in Great and Little Hampden.
- Please send your completed application form to:  
**The Administrator**  
**Stoke Mandeville and Other Parishes Charity**  
**17 Elham Way**  
**Aylesbury**  
**HP21 9XN**
- Applications from should be submitted by midnight, on **22 November 2021**

### What happens next:

- We experience an increasingly high volume of grant applications at this time of year and we ask for your patience and understanding as we process your grant.
- Your application will be processed by the Administrator and you will be contacted if there are any difficulties. **You will not be contacted if there are no issues with your application, until you receive your grant.**
- Cheques must be raised, then counter signed by two Trustees. We will process all successful applications submitted by the deadline in one batch.
- **Grant cheques will not be posted until 10 December 2021. Grants will be delivered by 2<sup>nd</sup> Class Royal Mail post. This may take 2-5 working days, or longer if COVID restrictions come back into place.**
- In the case of your grant not arriving, **please do not contact the Administrator to chase your grant until January 2022.**
- The Administrator's office hours are Saturday, 10am to 12pm and Wednesday, 12pm to 3pm. You should expect a response to any queries during these hours. The Administrator's office will be closed for Summer between 4 August and 6 September 2021, and for Christmas between 11 December 2021 and 10 January 2022.

**PLEASE NOTE: This is a Charity grant issued at the discretion of the Trustees of the Stoke Mandeville and Other Parishes Charity. It is subject to change year on year, and you should **not** rely on this grant as annual income.**