

# 1st Alton Manor Scout Group

## Online payment of subs

We have the facility to enable you to make the payment of your child's Scout subs online and take advantage of the Gift Aid tax provisions. This means that if you make your payment online 1st Alton Manor Scout group will receive an amount of tax back from the Government of 25% of the amount you are paying.

### **How to make a subscription payment to First Alton Manor via Virgin Giving**

**Step one** - Go to the following link

<http://uk.virginmoneygiving.com/charity-web/charity/finalCharityHomepage.action?uniqueVmgCharityUrl=1staltonmanorscoutgroup>

**Step 2** - Click on **Make A Donation**

The screenshot shows the 'My donation' page on the Virgin Money Giving website. The page is for the charity '1st Alton Manor Scout Group'. It features a 'My donation' section with a dropdown menu set to 'single' and radio buttons for donation amounts: £100, £50, £20, £10, and 'Other £' with a text input field containing '36'. A callout box labeled 'Enter Amount' points to this input field. Below the amount options are logos for VISA, Mastercard, Maestro, and PayPal. The 'PayPal' option is selected. A section titled 'Would you like to leave a message with your donation?' has two checked options: 'I'd like to leave a message' and 'I'd like my name to be shown with my message'. A text input field for 'Childs Name' contains 'Beavers / Clubs / Scouts Night'. A callout box labeled 'Enter Child Name / Group / Meeting Night' points to this field. Below this is another text input field for 'Name' containing 'Mrs A Parent'. At the bottom, there is a question 'Are you happy for your donation amount to be shown on this page?' with 'Yes' and 'No' radio buttons. A 'Next >>' button is located at the bottom right of the form.

**Step 3** - Click on **Next**

**Step 4** - Click on **I'm Not Registered**

**Step 5** - Enter Donor & Payment Details

**Step 6** - Click on **Next**

**Step 7** - Complete Gift Aid Section

**Step 8** - Click on **Next**

**Step 9** - Complete Confirmation