

## What other ways can we remember a loved one at the Hospice?

The Hospice holds an annual Light Up A Life event in early December. This is a wonderful opportunity to remember someone special by sponsoring a light on our huge Hospice Christmas tree and writing a message on one of our candles of remembrance. We all gather around the tree to sing carols and be together with our thoughts at such a special and significant time of year. For more information on the next Light Up A Life event, please contact the Fundraising Department on 01252 729446.



## What is a memoriam fund and how do I set one up?

You can arrange a regular gift to the Hospice by setting up a standing order to mark a special date, perhaps an anniversary, a birthday or at Christmas. Please contact our In Memoriam Administrator in the Fundraising Department on 01252 729446 to discuss your preferences.

## Why does the Hospice need financial support?

Just under 16% of our funding comes from the NHS, which is less than half the national average. This means we have to fundraise 84p in every pound that the Hospice needs. For that reason, we rely heavily on the support and generosity of the local community. All our services are free of charge, but we need to fundraise over £10,000 a day to offer such an exceptional standard of clinical care and support so all donations are essential.

Phyllis Tuckwell Hospice has just celebrated its 30<sup>th</sup> anniversary of providing Specialist Palliative Care to our local community. This significant milestone in the Hospice's history enables us to reflect on our rich and pioneering past, and plan for further developments and achievements over the next 30 years. Our vision for the next three decades and beyond is to be able to offer our patients and families greater choice over how and where they receive their care. This is our 30:30 Vision.



Phyllis Tuckwell Hospice



# Donations in lieu of flowers



Waverley Lane,  
Farnham  
Surrey, GU9 8BL  
Tel: 01252 729400

[www.phyllistuckwellhospice.org.uk](http://www.phyllistuckwellhospice.org.uk)

Phyllis Tuckwell Memorial Hospice Ltd. Limited by Guarantee. Incorporated in England and Wales Registered No.1063033 Registered Charity no. 264501

**The purpose of this leaflet is to answer questions frequently asked about making donations in lieu of flowers.**

### **What are donations in lieu of flowers?**

Some people prefer to have flowers at the funeral from immediate family only, so they ask friends, colleagues and neighbours to send donations to the Hospice instead. This is called an in memoriam donation and it is a meaningful alternative to sending flowers in honour of a loved one.

### **What is the best way to ask for in memoriam donations?**

If you would like to arrange in memoriam donations, your funeral director can advise you of the most suitable wording to appear in a newspaper announcement or the Order of Service. It would usually be similar to the following:

*Donations can be made to Phyllis Tuckwell Hospice,  
Waverley Lane, Farnham, Surrey GU9 8BL  
Registered charity number 264501  
[www.phyllistuckwellhospice.org.uk](http://www.phyllistuckwellhospice.org.uk)*

We can provide in memoriam envelopes for donations. These envelopes are available on the Hospice wards, from reception or from the Fundraising Department. They have a space on them for the name of the person the donation is made in memory of, and also space for the donor to include their own name and address so we can acknowledge their gift. You can leave the envelope at reception or post it to the Hospice.



### **What are the payment options?**

You can put cash or cheques (made payable to Phyllis Tuckwell Hospice) in the envelopes. If you would like to make a credit card payment, please ask the staff at reception and they will have the right form to complete. Please let them know it is an in memoriam donation and the name of the person you are honouring.

The Hospice can make more of your gift if you are a UK taxpayer by collecting Gift Aid on your donation. The declaration is on the front of the envelope we can provide, please do sign this if you are eligible as we receive an extra 28p for every £1 donated (25p after 5 April 2011). For more information on Gift Aid, please call the Fundraising Department on 01252 729446.

### **How will I know who to thank for donations?**

Every gift made in memory of someone is recorded and acknowledged with a personal letter of thanks from the Hospice, if the name and address of the donor is available. We then forward a list of donors and the total amount given in memory to the next of kin. We work closely with funeral directors to ensure that all information is handled sensitively. If it is appropriate, please help us to claim Gift Aid on donations made via the funeral directors by providing us with the full names and addresses of the donors. We will add their names to our database unless they indicate that they would not like to receive further contact from us.



### **How can we arrange for a collection at the funeral or service?**

The Hospice's in memoriam envelopes can be made available at the funeral. If you would like us to send them out to you, please contact your funeral director or the Hospice's Fundraising Department directly on 01252 729446.