

# All Saints church, Upper Clatford

## Gift Aid Declaration

Details of donor

Title: .... Forename(s): .....

Surname: .....

Address: .....

.....

Post Code: .....

e-mail: ..... (optional)

I want the charity to treat (\*delete as appropriate)

\* all qualifying gifts of money made from the date of this declaration and in the past four years, and all donations I make from the date of this declaration until I notify you otherwise, as Gift Aid donations

\* the enclosed donation of £ ..... as a Gift Aid donation

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

Signed : .....

Date : ...../...../.....

## Notes:

Please let us know if you:

1. want to cancel this declaration.
2. change your name or home address
3. No longer pay sufficient tax on your income and/or capital gains. Gift Aid is linked to basic rate tax, currently 20%, which allows charities to reclaim 25p for every £1 donated

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

## How Gift Aid works

Once you have completed a declaration, we send a form to HMRC on a regular basis, giving a list of names and contributions received. We do not have access to your tax records or receive any information from the Revenue, so the process is entirely confidential.

## Return of the form or change of details

The gift aid declaration can either be dropped into the collection plate in church, or returned to:

David Heelas  
Treasurer, All Saints PCC  
Balksbury House  
Balksbury Hill  
Upper Clatford  
Andover SP11 7LW

Thank you for helping us in this way, which enables us to reclaim 25 pence for every £1 donated. This makes a huge difference to our financial position.