



GIFT AID DECLARATION

Your Details

Title: Forename(s):

Surname:

Address [line 1]:

Address [line 2]:

Address [line 3]:

Declaration

Please treat as Gift Aid donations all qualifying gifts of money made

☐ for this gift only ☐ in the past 4 years ☐ in the future, until I cancel this declaration.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the Charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give (based on 2013/14 tax rates).

Signature: Date:
[see note 1]

IMPORTANT NOTES

- Joint Accounts:** If you have a joint account it must be the taxpayer that signs this form and also any cheques or standing order instructions. If you and your partner are both taxpayers, and you both want to give, please sign separate Gift Aid Declaration Forms. Your giving will be recorded separately according to whoever signs the Standing Order instruction or cheque.
- Standing Orders:** When setting up or adjusting existing Standing Orders, please ensure your bank is asked to quote a reference for the Standing Order which should be: **[your surname followed by your first name]**. Please take particular care to do this if you set up your Standing Order through telephone or internet banking.
- Change of Name or Address:** You must notify the Church Treasurer if you change your name or address whilst this Gift Aid Declaration is still in force.
- If Your Tax Circumstances change** [for instance, if you stop working]: You may cancel this Gift Aid Declaration at any time. To do so, please notify the Church Treasurer. You **must*** cancel the Gift Aid Declaration if, over the year as a whole you do not pay sufficient income or capital gains tax to cover the amount of tax the Church will reclaim on your giving.
- Higher Rate Tax:** If you pay tax at the higher rate, you can claim further tax relief through your Self-Assessment tax return]. The Church can not claim this further tax relief for you. You would need to increase the amount of your net giving to let the Church have the benefit of this additional tax relief.
- Further Help:** If you are unsure whether your donations qualify for Gift Aid tax relief, please contact your tax office for leaflet IR113 GIFT AID and further advice as necessary. In certain non-complex cases the Church Treasurer may also be able to advise you.

* There are some limited exceptions to this, for instance if you paid sufficient tax in the previous year to cover your giving. Please ask for advice.

Thank you for giving to Hope Church Bedlington

Hope Church Bedlington is a Registered Charity – number 1153786