GIFT AID DECLARATION

The Brentwood Diocesan Trust – registered Charity Number 234092

PARISH……

DONOR'S DETAILS (***please complete in capitals***)

Title…… **Christian Name(s)**……

Surname……..

Home Address……

……

……..

Post Code……..**Telephone No**……

E-mail Address……

Please treat as gift aid donation, all qualifying gifts of money made from the date of this declaration, or since……

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

Date……

Parish Envelope No:……(for Parish Office use only)

GUIDE NOTES

1. If you make a declaration by telephone or email, you will receive a copy of the declaration.
2. You can cancel this declaration at any time by notifying the Charity.
3. If your circumstances change, and you no longer pay enough tax to cover the amount, please contact the Charity.
4. Higher rate taxpayers can claim back the difference between basic rate and higher rate tax. If you pay Income tax at the higher rate, you can claim further tax relief via your Self-Assessment tax return.
5. Please notify the charity if you change your name and address.
6. Gift Aid is linked to basic rate tax. Basic rate tax is currently 20%, which allows charities to reclaim 25 pence in the pound.

METHODS OF GIVING

STANDING ORDER BANK MANDATE - We are fast becoming a cashless society. An increasingly popular option is for each of us to decide on the amount we wish to give each week or month in support of our parish, set up a standing order with the bank.

GIFT AID ENVELOPES – your Parish Gift Aid Organiser will give you a box of envelopes with your personal number on the envelopes.

WHAT CAN BE GIFT-AIDED

- Gift Aid includes all the donations you make:
  - Your weekly offertory
  - Second collections
  - Christmas and Easter Offerings
  - Special appeals and any other one-off donations

SPECIAL APPEALS /ONE-OFF DONATIONS – you will usually find all-purpose, blank envelopes at the back of the church for one-off occasions, such as special appeals or disaster fund, etc.

You must quote your personal envelope number when you use them, and/or your name and address and/or telephone number.