**GIFT AID DECLARATION**

**For past, present and future donations**

**DONOR’S DETAILS**

Title \_\_\_\_\_\_\_ Forename\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Surname\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Home Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone No.\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile Phone No.\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\* We’ll only contact you by phone if we’re unable to do so by email or post.*

**DECLARATION**

**I confirm that I am a UK Income or Capital Gains taxpayer.**

**I have read this statement and want the charity to reclaim tax on all qualifying gifts of money made in the past 4 years and in the future. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations, it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given.**

**Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Effective Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please notify us (via finance@woodhill.org.uk) if you:

a) Want to cancel this declaration

b) Change your name, home address or contact details

c) No longer pay sufficient tax on your income and/or capital gains

**NOTE**

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.

**SUBMITTING THE FORM**

You can submit this form:

1. By post to “Finance” at the church address at the top of this form
2. By handing it into the Church Office in an envelope marked “Finance”
3. By scanning it and sending as an email attachment to finance@woodhill.org.uk