

Gift Aid Declaration

The parish of Christ Church Portsdown in the Diocese of Portsmouth

Details of Donor - *(Please use block capitals)*

Title: Forename(s): Surname:

Address:

Post Code:

I wish the parish to treat *(please tick only one box)*

- This donation
- All donations I make from the date of this declaration until I notify you otherwise
- All donations I have made in the last four years and all donations I make from the date of this declaration until I notify you otherwise

as Gift Aid donations.

Date of declaration: ____ / ____ / ____

Signature: _____

Note: If you do not wish to sign this form then please don't - Your signature is not required for this form to be accepted by the Inland Revenue. We have added the field to help us keep a complete audit trail.

Envelope Number:

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Notes:

1. If your declaration covers donations you may make in the future:
 - please notify Roger Banks (Gift Aid Administrator) if you change your name or address while the declaration is still in force.
 - you can cancel the declaration at any time by notifying Roger Banks (Gift Aid Administrator) - it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
2. You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the parish reclaims on your donations in the tax year (for 2017/18 it's 25p for each £1.00 you give).
3. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the parish reclaims, you should cancel your declaration (see note 1).
4. If you pay tax at the higher rate you can claim extra tax relief in your Self Assessment return.
5. If you are unsure whether your donation qualifies for tax relief, please ask Roger Banks (Gift Aid Administrator). Or you can ask your local tax office for a leaflet.