





Enabling your church to recover tax on your donations



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# Gift Aid explained

**Gift** Aid is a scheme introduced by the Chancellor that allows charities, such as your church, to recover some of the tax you have paid when you make a donation.

To be eligible to participate you must pay sufficient
United Kingdom tax (Income or Capital Gains) to cover
the amount your church will reclaim on your donation.

You can cancel at any time by contacting your church's Gift Aid Secretary/Treasurer.

Return the completed GiftAid Declaration to the GiftAid Secretary/Treasurer. The church will record donations received from you and periodically recover an amount equal to basic rate tax on those donations. If the basic rate of tax is 20% your church will recover 25p for every £1 you donate.

### Notes

- 1 Gift Aid can be recovered on all donations identified as coming from you e.g. donations included in FWO or other envelopes or by standing order. Loose cash placed in the collection plate cannot be identified as coming from you and cannot be included in Gift Aid.
- 2 If your declaration covers future donations please notify the church if you change your name or address.
- 3 Your name and address details must be fully completed.
- 4 This Gift Aid declaration can also be used to support the works of Councils/Agencies of the General Assembly of the Presbyterian Church in Ireland. To do so enter 'Presbyterian Church in Ireland' rather than the name of your church and return the form to the Financial Secretary's Department.
- 5 If you pay tax at rates higher than basic rate you can claim a further reduction in your self assessment tax return.

# Gift Aid

**Gift** Aid is a scheme that allows your church to recover tax on your donations.

For your church to benefit you need to be a UK taxpayer and complete the declaration opposite.

The Chancellor will send a cheque to your church for 25p for every £1 you give.

**Thank you** for supporting your church in this way.

# Gift Aid Declaration

- for past, present and future donations

### Name of Church

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

Single Donation of £

Multiple Donation of £

(tick as appropriate)

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for the current tax year (6 April to 5 April) that is at least equal to the amount of tax on all my charitable donations for the current tax year. I understand that other taxes such as VAT do not qualify. I understand the above church will reclaim 25p of tax on every £1 I donate.

### **Donor's Details**

Title		Fir	st name or initial(s)			
Surna	ame					
Full home address						
Postcode						
Date						
Signature						

## Please notify your church's Gift Aid Secretary if you:

- want to cancel this declaration
- change your name or address
- no longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher 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.

When completed please return the form to your Gift Aid Secretary

