

**STOCKTON BAPTIST
CHURCH**

STOCKTON BAPTIST CHURCH

The Square, Stockton-on-Tees, TS18 1TE

GIFT AID DECLARATION

***GIFT AID
DECLARATION
FORM***

Details of Donor

Title..... Forenames

Surname

Address

.....

.....

Post Code

Thank you for enquiring about Gift Aid.

Please read the notes about it overleaf,
then the notes on the reverse of the form.

Please return the completed form to:
Assistant Treasurer,
Andrew McLone, 7 Dale Grove,
Fairfield, Stockton-on-Tees, TS19 7BB.

I want the church to treat all donations I have made within the past four tax years and all donations I make from the date of this declaration, until I notify you otherwise, as Gift Aid donations.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6th April to 5th April) that is at least equal to the amount of tax that all the charities or Community Association Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year and that I am responsible to pay any difference.

I understand the charity will reclaim 25p of tax on every pound that I give on or after 6 April 2008.

Signature Date/...../.....

See overleaf for notes

STOCKTON BAPTIST CHURCH

NOTES ON GIFT AID DECLARATION

Please read the following notes before completing the declaration.

1. If your declaration covers donations you may make in the future :
 - please notify the church if you change your name or address while the declaration is still in force
 - you can cancel the declaration at any time by notifying the church – 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 church and other charitable organisations reclaim on your donations in each tax year :-
25p for each £1 you give from 6th April 2008 (and an additional 3p on every pound between 6 April 2008 and 5 April 2011)
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 church, and other charitable organisations reclaim, you can cancel your declaration (see note 1).
4. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
5. If you are unsure whether your donations qualify for Gift Aid tax relief, ask the church treasurer. You can ask your local tax office for the leaflet ‘*Gift Aid*’ or see www.inlandrevenue.gov.uk

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The Government initiative ‘Getting Britain Giving’, which started on 6th April 2000, aims to simplify the arrangements for tax to be reclaimed on donations made to charities, including the Stockton Baptist Church.

The scheme applies to any donation, whether large or small, regular or one-off. The requirement is that donors have paid an amount of income tax or capital gains tax, whether at the basic rate or some other rate, equal to the tax deducted from their donations.

Donors have to make a declaration that they want donations to be treated as Gift Aid. This can be done :-

- in advance of the donation, at the time of the donation, or at any time after the donation (subject to the normal time limit within which tax can be reclaimed – normally six years)
- to cover a single donation or any number of donations
- in writing (e.g. by post, by fax or electronically through the internet) or orally (e.g. over the phone).

The information required on a Gift Aid Declaration has been kept to the minimum consistent with proper administration of the tax relief and the need to show an audit trail from the donation to the donor.

It makes sense to ensure that the church benefits to the full from this facility and all who are eligible, by way of paying income tax (on wage, salary, pension, savings, etc.) or capital gains tax, are asked to complete the declaration and return it to the Treasurer or Assistant Treasurer.

As donations given under a Gift Aid Declaration have to be recorded, the use of the envelope system or standing order through the bank is recommended for regular giving. One-off donations should be given in an envelope with the appropriate information for a gift aid declaration i.e. name, address, signature, date and ‘I am a UK tax payer. Please regard the enclosed as a gift aid donation’.

Thank you, and may God’s work benefit greatly from your gift(s) and the reclaimed tax.

(Revised 08.11.17)