



# GUILD OF FREEMEN OF THE CITY OF LONDON'S CHARITY

**Registered Charity No 227063**

c/o Rooms 78/79, 65 London Wall, London EC2M 5TU

## GIFT AID DECLARATION

Boost your donation by 25p of Gift Aid for every £1 you donate. Gift Aid is reclaimed by the charity from the tax you pay for the current tax year.

### DETAILS OF DONOR [Please use Block Capitals]

Title..... Forenames(s).....

Surname.....

Address.....

.....

Post Code.....

*Your address is needed to identify you as a current UK taxpayer.*

Please treat all gifts of money that I have made in the past 6 years and all future gifts of money that I make from the date of this declaration as Gift Aid donations.

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

Signature..... Date.....

### Please notify the Guild of Freemen if you:

- Want to cancel this declaration.
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains.

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.

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## **Gift Aid Notes**

**For every £1 a UK tax payer donates, 25p in reclaimed tax is added. A £100 gift with Gift Aid, therefore, is worth £125 to the charity.**

- In order for your gifts to be eligible for Gift Aid, you must be a UK taxpayer who will have paid an amount of Income Tax and/or Capital Gains Tax at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that you donate to will reclaim on your gifts for the tax year in which the gift was made (currently 25p for every £1 you donate). N.B. Other taxes that you may pay, such as VAT or Council Tax, do not qualify for Gift Aid relief.**
- Donations from companies are not eligible for Gift Aid. However, the company can treat the gift as an allowable expense, making a saving on Corporation Tax.**
- Gifts made with Charities Aid Foundation (CAF) vouchers have already had Gift Aid claimed on them by CAF and passed to the charity, so further Gift Aid cannot be claimed.**
- The Guild of Freemen of the City of London's Charity can retrospectively reclaim gifts for the past four years, if supported by documentation.**
- If your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that we reclaim, you must cancel your declaration.**
- 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.**
- You may cancel your declaration at any time by notifying us, preferably in writing.**
- Please ensure that you notify us if you change your name and address while the declaration is in force.**