

THE PETER TRUST – GIFT AID DECLARATION

Please PRINT your first name(s) and surname below: (Please delete as appropriate)

I, **Mr/Mrs/Miss/Ms**

Of (Please PRINT your full HOME address below – POSTCODE must be completed)

Postcode:

Want the Peter Trust to treat as Gift Aid donations all qualifying gifts of money made today and in the: past 4 years: **and/or** future:

Please tick all boxes you wish to apply to this Declaration.

Date of Declaration

Signature:

I wish to donate via: Cash [] Standing Order [] Cheque []

NOTES:

- Donors **must be UK tax payers** who have paid enough Income or Capital Gains Tax to cover all their charitable donations given under Gift Aid in any one tax year. Donors must understand that other taxes such as VAT and Council Tax do not qualify.
- This declaration will enable the Trust to reclaim 25p of tax for every £1 given and will remain valid until cancelled.
- Please inform the **Peter Trust** if: you change your name or address; or you no longer pay sufficient tax on your income and/or capital gains tax; or you wish to cancel this declaration.

This certificate will be used to complete HMRC returns.

It will be held by the Trust to provide information for statutory/audit purposes and to keep you informed.

More information can be obtained from Kevin Grundey, Gift Aid Administrator,
The Peter Trust (Regd Charity No 1080159) Tel: 0113 284-2402; email > jkgrundey34@talktalk.net

GIFT AID DECLARATIONS

WHAT IS A GIFT AID DECLARATION (GAD)?

"Gift Aid" is the scheme used by charities and donors to reclaim tax on charitable donations.

WHAT DOES THIS MEAN TO ME?

It means that if you are a UK tax-payer, the Peter Trust can reclaim tax on all your recorded donations, which increases the income of the Trust by 20% (current tax rate).

This means that for every £1 you give the Trust can claim back an extra 25p (gross) – this is worked out as: $£1/80 \times 20 = £0.25$.

If you pay tax at the higher rate 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 HMRC to adjust your tax code.

HOW DOES IT WORK?

You need to complete the GAD overleaf for the Peter Trust for any donation(s) you have or will be making. The Trust can then reclaim the tax back on your donation(s). If the donation(s) are not recorded they cannot be reclaimed against. The donation(s) can be given either by designated envelope, cheque or bankers order. The GAD will cover all donations recorded by the Trust.

HOW MUCH DOES IT COST ME TO GIFT AID MY DONATIONS?

There is no extra cost to you. The tax is an extra bonus for the Trust on your contributions – as shown overleaf by completing a GAD you are increasing your donation automatically.

WHAT IF I STOP PAYING TAX?

Inform the Treasurer of the *Peter Trust* to cancel your GAD. If the Trust makes a claim on money recorded but you have not paid sufficient tax, you may receive a bill directly from the HMRC. If you start paying tax at a future date, simply complete a new GAD.

WHO CAN COMPLETE A GIFT AID DECLARATION?

Any UK tax-paying individual donors who has paid enough Income or Capital Gains Tax to cover all their charitable donations given under Gift Aid in any one tax year. Donors must understand that other taxes such as VAT and Council Tax do not qualify.

Joint name Declarations, will be entered as 2 Declarations with separate reference details and donors will be treated as 2 tax-paying individuals – any donations received will be split 50/50.