

## Gift Aid Declaration

Please see below for an explanation on Gift Aid.

**PLEASE PRINT CLEARLY AND IN BLOCK CAPITALS**

<b>Your Details:</b>	Title:	Forename:	Surname:
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<b>Your Details:</b>	Address Line 1:	
	Address Line 2:	
	Address Line 3:	
	Post Code:	

**I declare I am a U.K. Taxpayer and want the Baddow and Galleywood U3A, Charity No. 1073935, to treat all subscriptions I make now and in the future as Gift Aid donations**

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

Please return this form to the Membership Secretary:

**Loretta Riddel, 37 Foxholes Road, Great Baddow, Chelmsford, Essex, CM2 7HP**

Please notify the Treasurer of Baddow and Galleywood U3A if you decide to cancel this declaration, change your name or home address or no longer pay sufficient tax on your income and/or capital gains.

**PLEASE MAKE YOUR SUBSCRIPTION GO FURTHER WITH GIFT AID.**

**What is Gift Aid?** Gift Aid is a simple way to increase the value of your subscription to Baddow & Galleywood U3A (B&G) - at no extra cost to you. If you pay tax in the UK, B&G can reclaim the basic rate tax (25%) on your subscription. So, your subscription of £12 is worth £15 to B&G at no additional cost or effort to you.

**Do I qualify for Gift Aid?** In order for B&G to reclaim the tax you have paid on your subscription, you must have paid income or capital gains tax (in the UK) for each tax year (6 April to 5 April) at least equal to the tax that all the charities or Community Amateur Sports Clubs that you donate to will reclaim on your gifts for that tax year. Other taxes such as VAT and Council Tax do not qualify.

**How do I sign up to Gift Aid?** The process is simple - all you have to do is make the Gift Aid declaration on the front of this form, download the Gift Aid form from our website "Forms" page, or contact us via the B&G web site "Contact" page and we'll send you a form through the post or by email.

**What does Gift Aid declaration commit me to?** Nothing! It just ensures that if you choose to Gift Aid to B&G, we can claim an extra 25% back from the government.

**What is a Gift Aid declaration?** A Gift Aid declaration is a statement by an individual taxpayer that they want a charity to receive the tax paid on their subscription back from the government.

**How long does a declaration last for?** To simplify matters for both you and B&G, the declaration wording normally covers present and future donations. We will continue to claim until you tell us otherwise, so long as you are eligible.

**What do I do if my tax status changes or I want to cancel my declaration?** Please contact the B&G Membership Secretary to let us know if you have stopped paying tax or wish to cancel your declaration.

**What do I need to do?** For us to claim Gift Aid on your subscription, we must have your first name or initials, last name, full home address and postcode. Without these details we legally can't claim Gift Aid.

**Please note: HMRC will not divulge any of your personal information to the B&G U3A.**