



## GIFT AID DECLARATION

### Pencils for All – Educational Charity (Non – registered)

**Details of donor:**

Title.....Forename.....Surname.....

Address.....

.....Postcode.....

Telephone no: .....Email: .....

I want the charity – *Pencils for All* to treat all donations I have made for the four tax years prior to the year of this declaration, 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 amount of Income Tax and/or Capital Gains Tax for each Tax year (6 April to 5 April) that is at least equal to the amount of tax all charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

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

### NOTES

1. You can cancel this Declaration at any time by notifying the charity.
2. If in the future the circumstances change and you no longer pay tax on your income and capital gains you must cancel your declaration.
3. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
4. If you are unsure whether your donations qualify for Gift Aid tax relief, ask charity, or refer to the help sheet – Giving to charity by individuals – on the HMRC website.
5. Please notify *Pencils for All* if you change your name or address.