



Gift Aid Declaration

Work Place Chaplaincy Scotland

Please use this form to make a Gift Aid Declaration to cover donations you make to Work Place Chaplaincy Scotland

Please treat: (Please tick the appropriate box)

- all donations I make today and in the future as Gift Aid Donations; **OR**
- all donations I have made in the past 4 years and all future donations that I make from the date of this declaration as Gift Aid donations; **OR**
- the enclosed cheque for £ _____ as a Gift Aid donation.

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I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for relevant tax years (6 April to 5 April) that is at least equal to the amount of tax that all charities and Community Amateur Sports Clubs (CASCs) that I donate(d) to will reclaim on my gifts in each 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 I have given.

I understand that my details may be kept on a database for administration, communication and fundraising purposes.

Donor's Details (in block capitals)

Title (Mr, Mrs, Dr, etc): _____

Forename(s): _____ Surname: _____

Home Address: _____

_____ Postcode: _____

Signed: _____ Date: _____

Send this form to Paul Clelland, Work Place Chaplaincy Scotland, Clydeaway House, 813 South Street, Glasgow, G14 0BX

Please notify Work Place Chaplaincy Scotland if you

- change your name or address while this declaration is still in force
- want to cancel this declaration
- no longer pay sufficient tax on your income and/or capital gains

If you pay tax at the higher rate, you must include all your Gift Aid donations on your Self-Assessment tax return if you want to receive the additional tax relief due to you.