Gift Aid Donor Declaration Form

OFFICE USE ONLY

Shop:

Input by:

Donor ID:

STEP 1

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If you are a UK taxpayer, please sign up as a Gift Aid donor – this allows us to claim back 25% of the sales value of your donated goods from HM Revenue & Customs.

Signature:

Date: / /

By completing this form you are declaring that:

- I wish St Luke's to claim tax on this donation and all donations I make in the future or have made in the past 4 years.
- 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.
- I wish St Luke's to act as my agent in selling the goods I have brought into the shop, at a rate of 1% commission + VAT.
- I am not acting as a business in bringing goods in for sale to any shops belonging to St Luke's.

STEP 2 For Completion by Donor (BLOCK CAPITALS please)

Title: First name:

Surname:

Address:

Town/city: Postcode:

Email:

Telephone:

STEP 3

Before St Luke's makes any Gift Aid claim we will write to you to inform you of the money raised from the sale of your donations (once sufficient items have been sold). You can then choose to retain or donate these proceeds to St Luke's. If you have provided an email address, we will inform you by email, but if the email fails we will need to inform you by post.

Your details will be shared with HMRC in order to enable us to make a Gift Aid claim.

Any goods which cannot be sold will be recycled and cannot be returned to the donor. We reserve the right to terminate this agreement at any time.

STEP 4

St Luke's would like to contact you about our work, future fundraising events and how your donations help. Please let us know if you would like to hear from us.

I am happy for St Luke's to stay in touch via:

Email SMS *(tick any / all that apply)*

We may also contact you by post and telephone about our work and how you can support us. **You can opt out of communications by contacting us at any time.** Please contact us on 0114 235 7551 or email info@hospicesheffield.co.uk.

We will never sell or swap your details with other organisations for them to use for their own purposes. If you want to know more about how we look after your data, please see the privacy notice which is available on our website.

www.stlukeshospice.org.uk/footer/policies