

**THE COURTYARD CENTRE FOR THE ARTS**

**GIFT AID DECLARATION**

**For past, present & future declarations**

As a registered charity The Courtyard can claim 25p in the £ for every £ that is donated to us. If you are a UK taxpayer, you can help us gain Gift Aid tax relief by filling in this form.

**Donor’s details**

**Title \_\_\_\_\_\_\_\_\_\_\_\_\_First name or initial(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Surname \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Full home address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*NB: To qualify for Gift Aid you must be a UK taxpayer*

**I am unable to Gift Aid any donations**

**I can confirm I am a UK tax payer and I would like The Courtyard to treat the enclosed donation of £\_\_\_\_\_\_\_\_\_\_\_\_\_ as a Gift Aid donation**

**Until I notify you otherwise, please treat as Gift Aid donations all qualifying gifts of money made:**

**This donation In the past 4 years In the future**

***(Please tick all boxes you wish to apply)***

I confirm I have paid or will pay an 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 that all the 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.

***Please notify the charity or CASC if you:***

* Want to cancel this declaration
* Change your name or home address
* No long pay sufficient tax on your income and/or capital gains

*If you pay Income Tax at the higher 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 HM Revenue and Customs to adjust your tax code*

**The Courtyard Trust (Registered Charity No.1067869), Edgar St, Hereford, HR4 9JR**