



## **GIFT AID DECLARATION**

Name of Charity      Aquinoe Learning Centre Charitable Trust

Details of Donor:

Title \_\_\_\_\_ Surname \_\_\_\_\_ Forename/s \_\_\_\_\_

Address \_\_\_\_\_

Post Code \_\_\_\_\_

I want the Aquinoe Learning Centre Charitable Trust to treat all donations I have made for this tax year, and the four years prior to the year of this declaration (if any), 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 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 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 Aquinoe Learning Centre Charitable Trust will reclaim 25p of tax on every £1 that I give.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

### **Notes**

- 1 You can cancel this declaration at any time by notifying the charity at the address in note 7.
- 2 If in the future your circumstances change and you no longer pay tax on your income and/or capital gains equal to the tax that the charity reclaims, you can cancel your declaration (see note 1).
- 3 If you pay Income Tax at the higher rate 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.
- 4 If you are unsure whether your donations qualify for Gift Aid tax relief, you can check with your local tax office.
- 5 Donations drawn on joint bank accounts are eligible for Gift Aid reclamation so long as one of the account holders has completed a Gift Aid declaration.
- 6 Please notify the charity if you change your name or address.
- 7 Send this completed form to: Aquinoe Learning Centre Charitable Trust, 82 Nortons Way, Five Oak Green, Kent TN12 6TF.

Aquinoe Learning Centre Charitable Trust Registered Charity No: 1109906