

you specify.) If your circumstances change and you no longer pay tax on your income and/or capital gains equal to the tax that the Church reclaims, you must cancel or reduce your declaration by notifying the Church.

- If you don't you will become liable for the tax inappropriately recovered by the Church.
- If you are a higher rate taxpayer you can claim higher rate tax relief in your Inland Revenue Self Assessment tax return.
- If you change your name or address while the Gift Aid Declaration is still in force please let the Church know.
- If you are unsure whether your donations qualify for Gift Aid tax relief or you have other questions please [ask our Finance Deacon](#) through the Church office. You can also get Inland Revenue leaflet IRI13 *Gift Aid* from your tax office.

# Gift Aid Giving



Did you know that for every £1 you give, the church could actually receive £1.28! **And it costs you nothing!**

- It adds up to quite a lot extra for the church in a year. The Government give the church the extra money back from the taxes you pay. All you have to do is complete the Gift Aid Declaration.
- Of course **you must have paid enough tax** to cover the amount the Government could give us back on your gifts in any one year. So if you are a UK tax payer paying income tax and/or capital gains tax (it must be at least equal to the amount of tax that the Church can reclaim on your gifts - multiply your gift by 0.282 to find out how much it will be) **please fill in the form.** That's all you have to do. We do the rest and it makes a HUGE difference to the amount of money the church receives in a year if everyone who can, does take part.
- The Declaration **covers** gifts made in any way - **standing order, cheque or cash** - so long as we know you made the gift.
- So for cash gifts you need to put them in an envelope with either your name or your pledge number (if you have one) on the outside. You can find envelopes on tables by the doors on Sundays. Gift Aid Declarations printed on an envelope are also available for one-off gifts.
- The Declaration overleaf can cover a **single gift or all gifts** until further notice. You can cancel the Gift Aid Declaration at any time by notifying the Church. It will then not apply to any gifts you make on or after the date of cancellation (or any later date)

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**Guildford Baptist Church**  
**GIFT AID DECLARATION**

(See notes before completing)

(Block letters please)

Christian Name(s):.....

Surname:.....

Address:.....

.....Post Code.....

Please treat the following donations made by me to Guildford Baptist Church as Gift Aid donations: (tick box)

All donations I make from the date of this declaration until I notify you otherwise.

All donations I make/have made from 6th April, 2005 until I notify you otherwise.

The enclosed donation of £ ..... .

I understand that in making this Declaration I must pay or have paid an amount of income and/or capital gains tax equal to the tax to be reclaimed on my donations, and I will notify Guildford Baptist Church if these circumstances change.

Signature:.....Date:.....

Please return form to the Finance Deacon via the pigeonholes or via the Church Office at Guildford Baptist Church, Millmead Centre, Bury Fields, Guildford GU2 4AZ.

**Guildford Baptist Church**  
**STANDING ORDER FORM**

To: Name and address of YOUR bank:.....

.....

.....Post Code:.....

Your Account Number:.....

Name of Your Account:.....

Please pay the sum of £ ..... ( ..... pounds)

On (date) ..... and monthly/quarterly (delete as appropriate) thereafter to:

National Westminster Bank plc, Guildford High Street Branch (sort code 60 09 21) for the credit of Guildford Baptist Church, Millmead Centre, account number 01070371.

Please cancel all previous standing orders from this account in favour of Guildford Baptist Church.

Signed: .....

Date: .....

PLEASE COMPLETE AND RETURN DIRECT TO **YOUR BANK**