



# Gift Aid Giving

If you are a UK taxpayer you can boost your donation by 25p of Gift Aid for every £1 you donate. Gift Aid can be reclaimed by the church from the tax you pay for the current tax year. Your address is needed to identify you as a current UK tax payer.

The declaration covers gifts made in any way – standing order, cheque, cash or bank transfer – so long as we know you made the gift. So, for cash gifts you need to put them in an envelope with your name on. For bank transfers please put your name as the reference.

### Please notify the church if you:

1. Want to cancel this declaration.
2. Change your name or home address.
3. No longer pay sufficient tax on your income and/or capital gains.  
*If so you must cancel or reduce your Declaration.*

If you don't you will become liable for the tax inappropriately recovered by the Church and HMRC may seek to recover the difference directly from you (not the Church or other charity).

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 & Customs to adjust your tax code.

### Questions?

Contact John Overington, or Jill Pearson in the Church Office at Guildford Baptist Church, Millmead, Guildford GU2 4BE or [jill.pearson@guildfordbaptist.org](mailto:jill.pearson@guildfordbaptist.org)



## Guildford Baptist Church

### Gift Aid Declaration

Please read the notes overleaf before signing the Gift Aid Declaration (Block letters please)

Title:.....First Name or Initial(s):.....

Surname:.....

Full Home Address:.....

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

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

- All donations that I make in the future or have made in the past 4 years; **OR**
- All donations that I make from the date of this declaration until I notify you otherwise; **OR**
- The enclosed gift of £ .....

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 understand the Church will reclaim 25p of tax on every £1 that I give.

Signed:.....Date:.....

Please return form to John Overington Gift Aid Secretary, via the pigeonholes or via the Church Office at Guildford Baptist Church, Millmead, Guildford GU2 4BE