

# SMITHILLS HALL CHAPEL BOLTON

## GIFT AID DECLARATION

**IMPORTANT –**  
Please read  
the Notes overleaf

Details of Donor:

Title ..... Forename(s) .....

Surname .....

Address .....

Post Code .....  
*(NB This post code must be completed)*

NB: please notify any changes of  
address to the Gift Aid Secretary

I want the Church to treat all donations I have made to Smithills Hall Chapel since ...../...../.....  
and all donations I make from the date of this declaration, until I notify you otherwise, as Gift Aid.

**Please treat as Gift Aid donations all qualifying gifts of money made from the date of this declaration and in the past four years. I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax that the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay the difference.**

Signature .....

Date .....

### Standing Order Instruction

***If you have telephone or computer banking, please set up the payments yourself, and return the whole form to us after completing the parts marked # only, so we can note our records.***

|   |   |
|---|---|
| <p><i>Please write here the name and address of YOUR bank</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><i>Your Account Details</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><i>This is the account which will receive your payments</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><i>Write here the amount you wish to pay, in numbers and words</i></p> <p><i>Write here the date you want the first payment to leave your account, and for how long you want the payments to continue</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><i>Sign here, then write your name and address so your bank can identify you correctly.</i></p> | <p>To: The Manager _____ Bank plc</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>Sort Code ___ - ___ - ___ A/c Number _____</p> <p>Please pay Smithills Hall Chapel, Sort Code 16-00-06, Account 17109190</p> <p>the sum of £# _____ (in words _____ pounds)</p> <p>on# _____ and each month thereafter for # _____<br/>*months/years or until I notify you in writing.</p> <p><i>This cancels any previous order for payments to Smithills Hall Chapel.</i></p> <p>Signature _____</p> <p>Name _____</p> <p>Address _____</p> |
|---|---|

*Please return both parts of this form to the Smithills Hall Chapel Treasurer, or to Phil Weaver (Gift Aid Secretary), c/o St Peter's Parish Centre, 347 Church Road, BOLTON. BL1 5RR. The lower part will be sent on to your bank once the dates have been noted.*

## **NOTES:**

You must pay an amount of income tax and/or capital gains tax in each tax year at least equal to the tax that the church will claim from HM Revenue & Customs on your Gift Aid donation(s).

### **Please notify the Church:**

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.

### **Tax claimed by the Church.**

- The church will reclaim 25p of tax on every £1 donated.
- Gift Aid is linked to basic tax rate. Basic tax rate is currently 20% which allows Charities to reclaim 25 pence for every £1 donated.

**If you pay income tax at the higher rate**, you must include all your Gift Aid donations on your Self Assessment tax return if you want to receive the additional tax relief due to you.

HMRC requires that all payments made are in a verifiable form, i.e. cheque, standing order, named or numbered envelope, or are individually receipted. If you wish to give cash, and do not have an envelope, please speak to a Warden – do not put your gift on the collection plate.

The Parochial Church Council of the Ecclesiastical Parish of St Peter's Halliwell is a Charity Registered in England and Wales No 1138035

*Please return both parts of this form to the Smithills Hall Chapel Treasurer, or to Phil Weaver (Gift Aid Secretary), c/o St Peter's Parish Centre, 347 Church Road, BOLTON. BL1 5RR. The lower part will be sent on to your bank once the dates have been noted.*