

GIFT AID DECLARATION

Charity Number 1096892



Details of donor

Title Forename(s) Surname

Address

.....

.....

..... Postcode

Donations can be made as a single donation or as a regular commitment by direct debit

Single Donation

* I enclose a donation for the Community Foundation for Leeds of £ _____ (please put amount in figures).

OR (please delete as appropriate)

Regular donation

* I would like to make a regular commitment to the Community Foundation for Leeds of £ _____ (amount in figures) ** per month/per quarter/per year for _____ years **OR** ** until further notice.

* /** Please delete as appropriate

I would like the Community Foundation for Leeds to treat the enclosed donation and any donation I make from the date of this declaration until I notify you otherwise, as a Gift Aid donation.

Signature **Date**/...../200....

Notes

- Your declaration covers donations you may make in the future:-
 - please notify us if you change your name or address while the declaration is still in force
 - you can cancel the declaration at any time by notifying us – it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
- You must pay an amount of income tax and/or capital gains tax at least equal to the tax which we reclaim on your donations in the tax year (currently 28p for each £1 you give).
- If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that we reclaim, you can cancel your declaration (see note 1).
- If you pay tax at the higher rate, you can claim further tax relief in your Self Assessment tax return.
- If you are unsure whether your donations qualify for Gift Aid tax relief, please ask us. Alternatively, you can ask your local tax office for leaflet IR113 *Gift Aid*.

Please return the completed form to: Leeds Community Foundation, 1st Floor, 6 Lisbon Square, Leeds, LS1 4LY
Tel: 0113 2422426 Fax: 0113 2422432

DIRECT DEBIT

To (name and address of your bank)

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

Sort Code Account No

Account Name

I hereby authorise payment of £ (amount in words) to the Community
Foundation for Leeds * per month/per quarter/per year for the next years

or ** until further notice

(*/**please delete as appropriate).

Signature Date

**Please do not send this to your bank but do return it to: Community Foundation for Leeds, 1st Floor,
6 Lisbon Square, Leeds LS1 4LY.**