



## GIFT AID DECLARATION

Please tick boxes accordingly

- Please treat the enclosed donation of £.....as a Gift Aid donation
- Please treat all qualifying gifts of money as Gift Aid donations
- Please treat all qualifying gifts of money made in the past 4 years as Gift Aid donations

You will need to have paid UK income or capital gains tax in the current tax year (this does not include taxes such as VAT or council tax) at least equal to the amount of tax that the charity will reclaim on your gifts for that tax year. **T.E.R.A.** currently receives 25p for every £1 donated.

### Your Details

Title.....Forenames.....Surname.....

Address.....

.....Postcode.....

Telephone.....email.....

Signature.....Date.....

Please notify **T.E.R.A.** if you:

1. want to cancel this declaration,
2. have changed your name or home address, or
3. no longer pay sufficient tax on your income and/or capital gains.

(**T.E.R.A.** have to declare your name, address & postcode to HMRC for Gift Aid)

**THANK-YOU FOR YOUR DONATION!**

Please return this form to **T.E.R.A.** Treasurer; Johanna Widdowson, 4 Goad Street, Swarthmoor, Ulverston, Cumbria, LA12 OJA.



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### Supplementary guidelines for T.E.R.A. Gift Aid supporters

From April 6th, 2016 we have to make our Gift Aid donors aware of the following:

1. Individuals: If the amount of tax you've paid in any financial year is lower than the amount of Gift Aid we claim on your donation, you're responsible for paying the difference.

*Example:*

*If your donations to T.E.R.A. total £100 for the 2015-2016 financial year, you need to have paid £25 (25%) in tax during the same year.*

*If you have only paid £20 in tax, you will have to pay £5 extra tax to match the £25 claimed through Gift Aid.*

2. Businesses: A Gift Aid declaration must be signed by every partner in the business

All other relevant information is found on our Gift Aid form

If in doubt, please email Johanna, T.E.R.A.'s Treasurer mail to;  
tibetaneducationreliefassoc@gmail.com  
Or call her on 01229 588822

**THANK-YOU FOR YOUR SUPPORT!**