

giftaid it



## Gift Aid declaration – for past, present & future donations

### HEADWAY CARDIFF

Please treat as Gift Aid all my qualifying donations to Headway Cardiff.

For every pound you donate, we get an extra 25 pence from the Government if you qualify. Just read the declaration below and follow the simple instructions re your address and the tick box.

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**Declaration:**

If I have ticked the box headed 'Gift Aid?' ✓, I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want **Headway Cardiff** to reclaim tax on the donation detailed below, given on the date shown. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given.

### Donor's details

Title ----- First name or initial(s) -----

Surname -----

Full home address -----

-----

Postcode -----

Date -----

Signature -----

**Please notify the charity or CASC if you:**

*Want to cancel this declaration*

*Change your name or home address*

*No longer pay sufficient tax on your income and/or capital gains.*

*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 and Customs to adjust your tax code.*