



## Charity Gift Aid Declaration

### Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the Sheffield Botanical Gardens Trust (Registered Charity 1162566) from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

Please tick one declaration:

**Gift Aid Declaration.** Yes, I am a UK taxpayer. I wish the Sheffield Botanical Gardens Trust to treat this donation, all donations I have made in the past 4 years and any donations I make in the future from the date of this declaration as Gift Aid donations until I notify it otherwise in writing.

I will notify the charity if my circumstances or name/address details change. I understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

No. Sorry. I am not a UK taxpayer and therefore cannot take part in Gift Aid.

### My Details

Title: \_\_\_\_\_ First name or initial(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Full Home address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Date: \_\_\_\_\_

Please notify the charity (Sheffield Botanical Gardens Trust, c/o Allen, West and Foster Chartered Accountants, Omega Court, 364-366 Cemetery Road, Sharrow, Sheffield S11 8FT) 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.

**Trustees:** Mr John Hopkins, Mrs Karen Horsefield, Mrs Alison Hunter, Mrs Jane Quibell, Ms Christine Rose, Mr Matthew Sibley, Mr Miles Stevenson.

**Chartered Accountant and Independent Examiner:** Allen, West & Foster

**Registered Office:** Allen, West & Foster, Omega Court, 364-366 Cemetery Road, Sheffield, S11 8FT