



Registered charity number 1055048

**THE SARA LEE TRUST GIFT AID DECLARATION FORM:**

Title: \_\_\_\_\_ Forename(s): \_\_\_\_\_

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

Address: \_\_\_\_\_

\_\_\_\_\_

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

I want the charity to treat:

- \* the enclosed donation of £ \_\_\_\_\_
- \* the donation(s) of £ \_\_\_\_\_ which I made on \_\_\_\_/\_\_\_\_/\_\_\_\_
- \* all donations I make from the date of this declaration until I notify you otherwise
- \* all donations I have made since 06<sup>th</sup> April 2000 and all donations I make from the date of this declaration until I notify you otherwise

as Gift Aid donations.

- \* please delete as appropriate.

Signature: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\* I **do/do not** wish to be on the Sara Lee Trust mailing list for the bi-annual newsletter and further information.

Notes:

- 1 If your declaration covers donations you may make in the future:  
Please notify the charity if you change your name and address while the declaration is still in force. You can cancel the declaration at any time by notifying the charity - it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
- 2 You **must** pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations in the tax year. (currently 20p for each £1 you give.)
- 3 If in the future your circumstances change and you no longer pay tax on your income and/or capital gains equal to the tax that the charity reclaims, you can cancel your declaration (see note 1).
- 4 If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
- 5 If you are unsure whether your donations qualify for Gift Aid tax relief, ask the charity. Or you can ask your local tax office for leaflet IR113 Gift Aid.