# Gift Aid Declaration Form

To claim Gift Aid means you must be a UK taxpayer. St Clement’s can redeem back 25p of every £1 donated.

The easiest way to allow St Clement’s to claim the tax back is simply to send an email to **treasurer@stclementschurchmanchester.org** confirming the following declaration and filling in the My Details section below. You can attach this form directly to the email if that is easiest.

**Declarations**

I want to Gift Aid any donations I make in the future or have made in the past four years to St Clement’s Church, Higher Openshaw, Manchester.

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in the tax year it is my responsibility to pay any difference.

**Your Details**

|  |  |
| --- | --- |
| Title |  |
| First name or intitial(s) |  |
|  Surname |  |
| Full home address |  |
|  Postcode |  |

**Signed:**

**Date:**

Please notify the St Clement’s Church office if you:

* Wish to cancel this declaration
* Need to 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.

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St Clement’s Church Office

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