

*Gift Aid Declaration – (Treasurer’s copy)*      Number.....

**The Parochial Church Council of the Ecclesiastical Parish of St Paul Harlow  
Town Centre with St Mary Little Parndon                      Registered Charity 1142836**

Please treat as Gift Aid donations all qualifying gifts of money made from the date of this declaration and in the past four years. I am a UK tax payer and eligibly to Gift Aid. I 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 that tax year it is my responsibility to pay any difference. *I understand the charity will reclaim 25p of tax on every £1 that I give.*  
**(BLOCK CAPITALS)**

Title \_\_\_\_\_ Full Name \_\_\_\_\_

Address \_\_\_\_\_

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

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

---

*Gift Aid Declaration – (Your copy)*                      Number.....

**The Parochial Church Council of the Ecclesiastical Parish of St Paul Harlow  
Town Centre with St Mary Little Parndon                      Registered Charity 1142836**

Please treat as Gift Aid donations all qualifying gifts of money made from the date of this declaration and in the past four years. I am a UK tax payer and eligibly to Gift Aid. I 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 that tax year it is my responsibility to pay any difference I understand the charity will reclaim 25p of tax on every £1 that I give.

Title \_\_\_\_\_ Full Name \_\_\_\_\_

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

**NOTES**

1. Please notify the church (through the Gift Aid officer - Chris Scanlan - or Treasurer - Vijo Varghese) if you want to cancel this declaration / change your name or home address or if you no longer pay sufficient tax on your income and/or capital gains. Gift Aid is linked to basic rate tax. Basic rate tax is currently 20%, and allows charities to reclaim 25 pence on each pound donated.
2. Higher rate taxpayers can claim back the difference between basic rate and higher rate or additional rate tax. 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
3. Please return this original form to the Gift Aid officer (Chris Scanlan) who will separate the lower half of the form for you to keep as a record. This can be returned to Chris via any member of the clergy, or the Parish Office (address below).
4. Your data is stored and processed in accordance with our Privacy Policy which is available from our website ([http://stpaulsandstmarysharlow.co.uk/images/misc/Data\\_Protection/GDPR\\_Privacy\\_Notice\\_v1.pdf](http://stpaulsandstmarysharlow.co.uk/images/misc/Data_Protection/GDPR_Privacy_Notice_v1.pdf)) or from the Parish Office. The data you have provided on this form will be treated in the strictest confidence. It will be used only to administer Gift Aid claims from HMRC and to communicate with you specifically in relation to Gift Aid. It will not be collated with any other data we may have about you.

**Parish office, St Paul’s Church, College Square, Harlow Essex CM20**