



St Polycarp's Catholic Primary School

A member of the Xavier Catholic Education Trust
Exempt Charity (under S23(1) of School Standards and Framework Act 1998)



Donor Gift Aid Number

GIFT AID DECLARATION

Please read carefully before completing this form

BLOCK CAPITALS PLEASE		
Title	Christian Names	Surname
Address: Your address is needed to identify you as a current UK taxpayer.		
Post Code		
Child's name/s:		
<p>I want St Polycarp's School to treat all donations I have made for the past four years and all donations I make from the date of this declaration until I notify you otherwise, as Gift Aid donations and reclaim tax accordingly. 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 that tax year it is my responsibility to pay any difference.</p>		
Please sign:		Please date:
PLEASE COMPLETE THIS SECTION		

NOTES TO DONOR:

Please notify the Gift Aid Organiser at the school in writing if you:

- want to cancel this declaration. The school will not reclaim tax on donations made after the date of cancellation.
- 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

This declaration covers the Trust Fund and Governors Fund.

GDPR 2016 and Data Protection Act 2018. The school/Trust will only use the information supplied by you to reclaim tax from HMRC. . For further information on the way we use your data, please see the Xavier Catholic Education Trust Privacy Notice. This can be found on the Xavier Catholic Education Trust website in the About section under the list of Central Policies and Financial Statements.