



Declaration Number: (office use only)	SCB:
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**Charity Gift Aid Declaration**

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

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

**In order to Gift Aid your donations you must tick the box below:**

I want to Gift Aid any donations I make in the future or have made in the past 4 years to:

**St Charles Borromeo Primary School and Nursery, Weybridge  
(a member of the Xavier Catholic Education Trust)**

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

**My Details:**

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

Surname \_\_\_\_\_

Full Home Address \_\_\_\_\_

\_\_\_\_\_

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

Tel No \_\_\_\_\_ Email Address \_\_\_\_\_

**Notes to the Donor**

Please notify the school 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.

**SIGNED:** .....

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 form should be returned to St Charles Borromeo School, Weybridge KT13 8JD.**

**GDPR 2016 and DPA 2018:**  
*Xavier Catholic Education 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.*