

Whether you have decided to support by setting up a recurring or a single gift; thank you very much for choosing to donate to Eltham College.  
Please complete the form in capitals.

<b>Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Email</b>	
<b>Giving to Eltham College through Gift Aid</b> Gift Aid increases the value of donations to Eltham College by allowing us to reclaim basic rate tax on your gift at no cost to yourself. If you pay higher rate tax you can claim extra relief on your donations. <b>Please see the back page for details.</b>	
<b>Gift Aid Declaration</b> I would like Eltham College to treat all donations that I have made since 6 April 2012, and all donations I make from the date of this declaration until I notify you otherwise, as Gift Aid donations.	
Signature	Date
Please allocate my gift to support <input checked="" type="checkbox"/>	
King George's Hall Redevelopment	Bursaries
Junior School Languages	At the school's discretion
I would like my gift to remain anonymous	
I would like information on making a bequest to the school in my will	

<b>Regular Gift</b>	
I will make a regular gift to Eltham College of £ _____ per month / quarter / annum (select appropriate) STARTING ON __/__/____ (write date) FOR A PERIOD OF ____ years PAY TO: Barclays Bank PLC (Eltham), Sort Code 20-98-57, Account Number 10348317 To (Name and Address of your Bank)	
Bank Sort Code	<input type="text"/>
Account Name	
Account Number	<input type="text"/>
Signature	Date
<b>Single Gift</b>	
I would like to make a single gift to Eltham College of £ _____ I enclose a cheque made payable to Eltham College <input type="checkbox"/> I enclose a charities aid foundation voucher <input type="checkbox"/> Please charge my: visa / mastercard / amex / maestro:	
Card Number	<input type="text"/>
Start Date	End Date
Issue No. (switch only)	Security Code
Signature	Date

### **How Gift Aid works**

The Gift Aid scheme is for gifts of money by individuals who pay UK tax. Eltham College take your donation - which is money you've already paid tax on - and reclaims the basic rate tax from HM Revenue & Customs (HMRC) on its 'gross' equivalent - the amount before basic rate tax was deducted. If you give £100 using Gift Aid, it will be worth £125 to Eltham College.

### **Claiming back higher rate tax**

If you pay higher rate tax, you can claim the difference between the higher rate of tax 40 and/or 45 % and the basic rate of tax 20 % on the total 'gross' value of your donation to Eltham College. For example, if you donate £100, the total value of your donation to us is £125 - so you can claim back:

- £25 - if you pay tax at 40 per cent ( $£125 \times 20\%$ )
- £37.50 - if you pay tax at 50 per cent ( $£125 \times 20\%$ ) plus ( $£125 \times 10\%$ )

Donation	You reclaim		Cost to you		Eltham College receives
	Higher (40%)	Highest (45%)	Higher (40%)	Highest (45%)	
£100	£25	£31.25	£75	£68.75	£125

You can make this claim on your Self Assessment tax return, if you were sent one. It's important to keep a record of the total amount of all your Gift Aid donations for each tax year. If you normally complete a tax return you can tell HMRC about your Gift Aid donations by completing the section on Gift Aid payments. If you don't complete a return, you can give the details on form P810 Tax Review.

### **Making sure you've paid enough tax to use Gift Aid**

You can use Gift Aid if the amount of Income Tax and/or Capital Gains Tax you've paid for the tax year in which you make your donation is at least equal to the amount of basic rate tax we will reclaim on your gift. A tax year runs from 6 April one year to 5 April the next. You don't necessarily have to be working to be paying tax. Apart from tax on income, the tax you've paid could include:

- tax deducted at source from savings interest
- tax on State Pension and/or other pensions
- tax on investment or rental income (including tax credits on UK dividends)
- Capital Gains Tax on gains

If you have any queries please contact us at the Development Office, Eltham College, Grove Park Road, London SE9 4QF, call 020 8851 9840 or email [elthamians@eltham-college.org.uk](mailto:elthamians@eltham-college.org.uk)



ELTHAM COLLEGE

# Annual Fund Donation Form

Eltham College is a registered charity, No. 1058438