

# ROMAN CATHOLIC DIOCESE OF EAST ANGLIA

Registered Charity No. 278742

## GIFT AID DECLARATION (WRITTEN)

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CODE

Declaration No. (for office use)

### Name (BLOCK CAPITALS)

*	*	*
I Title	Christian Names	Surname

### Address (BLOCK CAPITALS)

of

*		
	* Postcode	N.I. number

*want the Roman Catholic Diocese of East Anglia to treat all donations I have made for the four years prior to this year and all donations I make from the date of this Declaration, until I notify you otherwise, as Gift Aid donations and reclaim tax accordingly.*

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Signature

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Date of Declaration

\* These fields **must** be completed

### NOTES TO DONOR

1. You must pay an amount of UK Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all charities and Community Amateur Sports Clubs (CASCs) to which you donate in that tax year will reclaim on your gifts.  
Other taxes such as VAT and Council Tax do not qualify.  
If you cease paying tax, please notify your parish organiser.  
Higher rate taxpayers may be able to claim tax relief on donations on your Self-Assessment tax return.
2. You can cancel this declaration at any time by writing to the parish. The Diocese will not reclaim tax on donations made after the date of cancellation.
3. Please notify your parish organiser if you change your name, address or postcode.
4. The parish has to record donations to reclaim tax. You can make your donations by Standing Order, cheque or numbered envelope.
5. Data Protection Act 1998. The Diocese will use the information supplied by you to reclaim tax from HM Revenue & Customs.