



# UCOMM

Surcon House, Copson Street, Manchester, M20 3HE  
Telephone: 0161 222 7933 Email: office@ucomm.org.uk  
Website: www.ucomm.org.uk



## GIFT AID DECLARATION

**Name of Charity:** UCOMM - Charity Registration Number: 1123706

**PLEASE TREAT (Please tick the appropriate box below):**

- The enclosed gift/cash contribution/donation of £..... as a Gift Aid donation; OR**
- All gifts of money that I make today and in the future as Gift Aid donations; **OR**
- All gifts of money that I have made in the past 6 years and all future gifts of money that I make from the date of this declaration as Gift Aid donations**

**You must pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6<sup>th</sup> April one year to 5<sup>th</sup> April the next) that is at least equal to the amount of tax that the charity will reclaim on your gifts for that tax year.**

Please complete in **BLOCK CAPITALS** and return the form to the UCOMM address above.

**Details of Donor (Please provide your details here below):**

Title ..... Forename(s) .....

Surname .....

Home Address .....

..... Postcode .....

*I want UCOMM to treat all donations I make from the date of this declaration until further notice as Gift Aid Declarations*

**Signature:**..... **Today's Date:**.....

**Please notify the Charity - UCOMM if you:**

1. Want to cancel this declaration.
2. Change your name or home address.
3. No longer pay sufficient tax on your income and/or capital gains.

**Tax claimed by the charity**

- The charity will reclaim 28p of tax on every £1 you gave up to 5 April 2008.
- The charity will reclaim 25p of tax on every £1 you give on or after 6 April 2008.
- The Government will pay to the charity an additional 3p on every £1 you give between 6 April 2008 and 5 April 2012. This transitional relief for the charity does not affect your personal tax position.
- The Inland Revenue requires that all donation payments made are in a verifiable form i.e. Standing Order, Cheque, Envelopes, or are receipted.
- If you are unsure whether your donations qualify for Gift Aid Tax relief, ask us for further details or contact your local tax office or the HM Revenue & Customs website:  
[http://www.hmrc.gov.uk/charities/gift\\_aid/declarations.htm](http://www.hmrc.gov.uk/charities/gift_aid/declarations.htm)

**If you pay income tax at the higher rate**, you must include all your Gift Aid donations on your Self-Assessment tax return if you want to receive the additional tax relief due to you.