

MAKE MY DONATION GO FURTHER...



Gift Aid Declaration Form

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The Gift Aid scheme will increase your donation by 25p for every £1 you donate at no extra cost to you!

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

Please treat all donations I make or have made to Melanoma Focus in the last 4 years as Gift Aid donations until I notify you otherwise.

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.

Please notify Melanoma Focus if you: *Want to cancel this declaration, change your name or home address or 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.

Donor's details

**Mandatory fields for claiming 25% extra on your donation. This form must be completed by an individual and a home address must be used – joint declarations and business addresses will unfortunately not be accepted by HMRC.*

*Title *First name or initial(s) *Surname

*Home address

..... *Postcode

Email

Telephone/Mobile *Date of Declaration

Occasionally we like to share information about our work to beat melanoma, such as findings from our research projects as well as fundraising activities we run to support these projects. Please let us know if you would like us to keep you up to date with the following methods:

Email Yes / No

Text message Yes / No

Post Yes / No

Phone Yes / No

*We will never share your details with anyone else and you can opt out any time.

Please return this form to:

Melanoma Focus, Queen Anne House, Gonville Place, Cambridge, CB1 1ND

Gift Aid – Your questions answered

What is Gift Aid?

Gift Aid is a Government scheme that allows you to increase the value of your gift by a total of 25% without costing you any extra, meaning a gift from you of £10 will be worth £12.50 to Melanoma Focus. To qualify for Gift Aid, you need to pay sufficient income and/or capital gains tax in the tax year of the donation to cover the Gift Aid that **all charities** that you donate to in that year will reclaim. The current amount is 25p on top of every £1 you give.

How do I know if my donations are eligible for Gift Aid?

You are eligible for Gift Aid if you are a UK tax payer, i.e. if you can say yes to **any** of the options below:-

- **You pay UK income tax on paid employment**
- **You pay tax on a UK private pension scheme**
- **You pay tax on UK savings**
- **You have recently paid UK capital gains tax on the sale of a property or shares – or expect to pay it in the near future**
- **You pay UK tax on Self Assessment**

And you pay enough tax in the tax year of your donation to cover the additional 25% that will be reclaimed by all of the charities that you have donated to in that tax year. For example, if you make total donations of £100 in a tax year, you must have paid £25 in tax to be eligible for Gift Aid on all of the donations.

Can I still make donations if I haven't paid sufficient tax to cover the Gift Aid?

Yes. But Melanoma Focus would not be able to reclaim Gift Aid on those donations.

What types of donations are eligible for Gift Aid?

To be eligible, the donation must be from your own money. But provided you pay UK tax, one-off and regular giving donations are both eligible for Gift Aid. Regarding CAF donations, please see the below.

What if I donate via CAF?

CAF donations are not eligible for Gift Aid but any other gifts you may have made or make in future will be. We will not claim anything on your CAF donations, but by completing the declaration form it will ensure that any other eligible gifts you make are covered.

What if I am a pensioner?

You might still pay tax on a private pension scheme or a savings account, or pay capital gains tax if you sell property or shares. The amount of tax you have paid needs to be more than the amount that all charities you have donated to will be reclaiming each year.

What if I am a higher rate tax payer?

Melanoma Focus can only reclaim tax on your gift at the basic rate. If you are a higher rate tax payer, you can claim the difference between the higher rate of 40% and the basic rate of 20% in your Self Assessment tax return. Additionally, on your tax return you can nominate Melanoma Focus to receive all or part of any tax repayment due to you.

What if I change my mind or I am no longer paying tax?

Simply contact Melanoma Focus on 01223 324259, so we can update our records.

Do I have to give a minimum donation to Melanoma Focus to declare Gift Aid?

No. Gift Aid can be applied to all donations, large and small, provided your tax contributions for the year are at least equal to the amount reclaimed by all charities you have donated to. (25p on every £1 you give).

Will I have to tell my local tax office?

No. Just fill in your personal details, sign, tick and date the form and we will do the rest.

Where can I find more information?

You can find out more about Gift Aid by visiting the HM Revenue and Customs website www.hmrc.gov.uk or by calling the HMRC helpline on 0845 302 0203 (open from 8.00 am to 5.00 pm, Monday to Friday).

If you require any further information please call the Melanoma Focus office on 01223 324359 or email admin@melanomafocus.com

The Melanoma Research Foundation Limited operating as Melanoma Focus – Registered Charity number 1124716.
Melanoma Focus, Queen Anne House, Gonville Place, Cambridge. CBI IND.