

Gift Aid Declaration

(please complete the top half of the form)



From

Name _____

I wish Southwood Family Pre-school, charity number 1020156, to sell the following items on my behalf.

Item description	Sold ?

I understand that, in accordance with H.M. Revenue and Customs rules, the item(s) donated remain my property until sold, and that I have the right to keep all or part of the proceeds of the sale. The pre-school will notify me after the sale and offer to pay me the proceeds of the sale. Gift Aid can be claimed against any proceeds I then decide to donate to the pre-school.

I wish the pre-school to contact me

- Using this form via my child's school bag
- By email at the following address _____

(please tick one)

Result of sale

The total proceeds from the above sale(s) is £ _____

I wish the pre-school to

- accept all proceeds as a Gift Aid donation
 - accept £ _____ of the proceeds as a Gift Aid donation, paying the remainder to myself
 - pay all proceeds to myself
- (please tick one)

- Please dispose of any unsold items.
 - Please return any unsold items to myself.
- (please tick one)

I understand that I must pay an amount of Income Tax and/or Capital Gains Tax at least equal to the tax that the charity reclaims on my donations in the appropriate tax year (currently 28p for each £1 you give), Note that if you pay tax at the higher rate, you can claim further tax relief in your Self Assessment tax return.

Signature (to be completed after the sale)

Signed _____ Date _____

Address _____ Postcode _____