

# 86<sup>th</sup> Coventry Scouts

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Gift Aid  
Guidance Notes



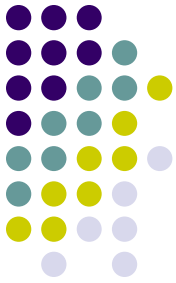


# What is Gift Aid?

- The inland revenue has always allowed tax free donations to charities.
- The Gift Aid Initiative was launched by the government to allow charities to claim the 'income tax' for the donation. In effect making the donation tax free.
- Example
  - Jakes parents pay £3 subs each week for Jake to attend Cub Scouts on a Wednesday night.
  - Jakes parents will have earn't £3.75 to pay for Jakes subs, £3.00 + 75p (income tax).
  - This initiative allows the 86<sup>th</sup> Scout Group charity to claim the 75p from the government each time Jakes parents pay his subs.

# What do I have to do?

- Complete a declaration form like this one.
- See any Leader, they will be happy to give you a form.
- What am I declaring?
  - You are declaring that you pay an amount of income tax that is greater than the amount the charity will reclaim.
  - In a normal year there will be approx 40 meetings which is £120. The 86<sup>th</sup> Scout Group will claim upto £30 per child.
  - You must pay at least £30 income tax per year.



**scouts** be prepared . . .

*giftaid it*

**GIFT AID DECLARATION FOR 86th Coventry Scout Group**

Children Names and Sections:

Parent Details

Title:  Forename(s):

Surname:

Address:

I would like the '86th Coventry Scout Group' to treat all payments I have made since 6th April 2000, and all donations I make from the date of this Declaration until I notify you otherwise as Gift Aid donations.

Signed:  Date:

Please keep this section for your information

- 1 You must pay an amount of income tax and/or Capital Gains tax at least equal to the tax that the '86th Coventry Scout Group' receives on your donations in the tax year. (usually 20p for each £1 you give)
- 2 You can cancel this Declaration at any time by notifying any of the Beaver, Cub or Scout Section leaders.
- 3 If in the future your circumstances change and you no longer pay tax on your income and Capital Gains equal to the tax that the '86th Coventry Scout Group' receives, you can cancel your Declaration (see Note 1)
- 4 If you pay tax at the higher rate you can claim further tax relief in your Self Assessment Tax Return.
- 5 If you are unsure whether your donations qualify for Gift Aid tax relief, ask the charity or ask your local Tax Office for further info.
- 6 Please notify any of the Beaver, Cub or Scout Section leaders if you change your name or address.

# What do I have to do next?



- Nothing!
  - Once you have completed the declaration form. The 86<sup>th</sup> Scout Group will take care of everything else.
- If your circumstances change, and you no longer pay tax equal to the amount that the 86<sup>th</sup> Scout Group will claim, notify a Leader.
- If you change your name or address, notify a Leader.



# Got some more questions?

- Speak to any Leader who will be happy to help.
- Contact the Gift Aid Coordinator for the 86<sup>th</sup> Scout Group, Matthew Rees.
  - Email : [fundraising@86thscouts.co.uk](mailto:fundraising@86thscouts.co.uk)

# Thanks for your donation

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