

**GIFT AID DECLARATION**

**Title..... Full Name .....**

**Address .....**

**Postcode .....**

☐ Please treat all donations to Insight made in this tax year, in the past 4 years and in future as Gift Aid, until I inform Insight otherwise. I confirm that I have paid or will pay an amount of Income 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 the charities will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not apply. I understand the charity will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

I may cancel this declaration at any time, and after notifying you of the cancellation, no further tax will be reclaimed from the date of the cancellation. (Please notify us of any changes to your status as a UK taxpayer or any change to your name or address).

*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 or ask HM Revenue and Customs to adjust your tax code.*

☐ I enclose a £ ..... donation (Please make cheques payable to: RBK Schools Christian Worker Trust)

☐ I wish to set up a Standing Order mandate of £ ..... per ..... (Please complete the section below)

**Signed .....** **Date .....**

**STANDING ORDER**

Please complete this section if you wish to pay by standing order and return to us. **Do not send this form to your bank**

**Name & address of your bank/ building society .....**

**Sort Code ..... Account No .....**

**Account Name .....**

Please pay to: ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST (INSIGHT)

At CAF Bank Ltd, Cash Account no: 00023517 Sort Code: 40-52-40

**The sum of (figures) £ ..... (words) .....**

**Every (delete as appropriate): month/ quarter/ year**

**First payment on ..... Subsequently on ..... until further notice**

**Signed .....** **Date .....**

☐ Please tick if this replaces an existing standing order to Insight

**Please return to: Insight Central, 41 King Charles Road, Surbiton, Surrey KT5 8PF**