

**Donor Application Form: Individual**

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| --- | --- |
| **Name** |  |
| **Address and Postcode** |  |
| **Country of Residence** |  |
| **Email address** |  |
| **Telephone number (optional)** |  |
| **Which Partner do you wish your donations to support?** |  |
| **Amount of donation** | £ |
| **Frequency of donation**  **(Tick one only)** | Image result for Check Off BoxesImage result for Check Off Boxes  One-off Monthly  Image result for Check Off Boxes  Other - please specify: |
| **Signed** |  |
| **Date** |  |

**If you are a UK tax payer and wish The Partnership Trust to claim Gift Aid on your donation(s), please complete page 2.**

**For new donors, once your application has been processed, you will receive confirmation that your Donor Account has been created. You will also receive the Partner Code to use when you make payments online or by standing order.**

**Gift Aid Declaration**

**Boost your donation by 25p of Gift Aid for every £1 you donate**

Gift aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

**In order to gift aid your donation you must tick one of the boxes below:**

**I want to Gift Aid**:

the enclosed donation of £ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only

all donations I make from the date of this declaration until I notify you otherwise

all donations I have made in the last 4 tax years and all donations I make from the date of this declaration 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.

|  |  |
| --- | --- |
| Name (printed): |  |
| Signed: |  |
| Date: |  |

If this declaration covers donations you intend to make in the future, please notify The Partnership Trust if you:

* want to cancel this declaration
* change your name or home address
* 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 or ask HM Revenue and Customs to adjust your tax code.

**PLEASE NOTE**

Under Gift Aid regulations, close relatives of a Partner (or of their spouse) must **not** make a Gift Aid declaration on any gift to them unless the gift is for ministry purposes **only** (i.e. the costs of equipment, training, materials, travel for ministry purposes and other facilities relating directly to their ministry/work which they incur and aren’t reimbursed to them).

In this case the Donor must write a letter to the Partner, and send a copy of that letter to The Partnership Trust, stipulating that the donations are for ministry purposes **only** and not be used for personal support (eg daily living expenses).