## Private and confidential

# Gift Aid declaration form

Gift Aid is a wonderful scheme which enables charities to claim back from HMRC the tax donors have paid on their donations.

#### **Benefits for Sue Ryder**

- We can receive an extra 25p for every £1 you donate, and it doesn't cost us anything.
- If you have donated in the past four years, or will in the future, we can claim back the tax on that too.
- We can use this extra money to make your support worth more to everyone who benefits from our services.
   Whether it's an extra cup of tea, an extra hour of care or an extra bed or chair, it all adds up.

### Benefits for you

- You just need to make a declaration once, and we will be able to claim on all your donations.
- You know that we can do more with your gift at no extra cost to you.
- Higher rate taxpayers can claim further relief on their gifts via their self assessment tax return. Please contact HMRC for more information on how to do this.

Please note you are only eligible for the scheme if you have paid enough UK income tax or capital gains tax to cover the tax claimed on all your charitable donations in each tax year.

For further details about Gift Aid please contact supportercare@Qsueryder.org or 020 7554 5985. To contact HMRC directly, call 0300 200 3300.

Yes, I would like to support Sue Ryder further by making a Gift Aid declaration.

#### Your details

Date:	/
Title:	First name:
Home address:	
Postcode:	
Email:	

#### **Your Gift Aid declaration**

Increase your donation by 25% at no extra cost to you!

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☐ Yes, I would like Sue Ryder to claim Gift Aid on this donation, any donations I have made within the last four years and all donations I make in the future until further notice.\*
☐ No, I'm not a UK taxpayer.

\* By marking the Gift Aid box you are confirming that you are a UK taxpayer and understand that if you pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all your donations in that tax year (6 April to 5 April) it is your responsibility to pay any difference. Sue Ryder will reclaim 25p of tax on every £1 you donate.

Please notify Sue Ryder if you would like to cancel your declaration, if you change your name or home address or if you stop paying sufficient tax on your income and/or capital gains.

#### **Keeping in touch**

We'd love to keep in touch with you to tell you about our work and how you can support it.

We will only contact you electronically if you agree to be contacted in this way. Please tick the relevant box if you'd like to receive emails \( \subseteq \) texts \( \subseteq \)

We may contact you by post or by telephone unless you have asked not to be contacted. If you would prefer not to be contacted in this way please tick the relevant box: I do not want to be contacted by post  $\square$  telephone  $\square$ 

For further details about how we use and protect your information, please view our privacy policy at www.sueryder.org/privacy. You can change your contact preferences, request a copy of our privacy policy or ask any questions by contacting supportercare@gsueryder.org or 020 7554 5985.

### Our promise to you

Our supporters are incredibly important to us. Without your help, we simply wouldn't be able to help the people who need us – or carry on providing and developing the services that so many depend on.

The fundraising team is here to raise money to fund the work we do – but we can't do it without you. You support us in all kinds of valuable ways – whether it's giving up your time, donating money, goods or services, campaigning, or spreading the word about what we do. However you decide to help, we'll always respect your rights and your choices. We've drawn up seven pledges, so you can be clear on what you can expect from us.

#### Our seven pledges:

- 1. We'll tell you why we need your support, but we understand that it's your choice whether to give money or help us in other ways.
- 2. We'll let you select the way you'd prefer us to keep in touch, and we'll respect your choice.
- 3. We'll protect the information you give us and comply with the law around personal data.
- 4. Sometimes we use external suppliers to help us. We'll always hold them to account and make sure they behave appropriately.
- 5. We'll make sure that anyone who represents us is aware of how to recognise someone who may be vulnerable, and sticks to the policies we've put in place to safeguard them.
- 6. We'll comply with current regulations and best practice set out by regulatory bodies such as the Charity Commission, Fundraising Regulator and the Institute of Fundraising.
- 7. We'll ask you to tell us when something goes wrong.

Thank you for your kind donation. Every pound is much needed and will help to provide incredible hospice and neurological care. Your support means we can be there for people at the most difficult time of their lives.

Please return this form to:

#### FREEPOST RTKJ-ZHAX-XSJE, Supporter Care Team, Sue Ryder, 183 Eversholt Street, London, NW1 1BU

If you would like to use a stamp to help us save postage costs, please cross out the Freepost reference to ensure we don't get charged.

 $\square$  Please tick for information on leaving a gift in your will to support Sue Ryder's incredible care for the next generation.

# Thank you



