

The Translation Trust

Charity commission Reg no: 1113712
ukoffice@translation-trust.org
www.translation-trust.org

Gift Aid Declaration

As a UK tax payer, I want the Translation Trust to treat all donations that 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.....

Title..... First name(s).....

Surname.....

Address.....

.....

..... Post code.....

Please return the completed declaration to the Trust's office address below.

The Translation Trust, 39 Honor Oak Road, Forest Hill, LONDON SE23 3SH

Notes on making Gift Aid Donations

1. From 6th April 2000, if you pay UK Income Tax or Capital Gains Tax, the Translation Trust will be able to reclaim the tax on any donation you make as an individual. Previously reclaiming this tax was only possible through Deeds of Covenant or for Gift Aid donations over £250.
This means that for every **£10** you give, the Translation Trust will be able to claim an extra **£2.82 (22%** basic rate of Income Tax) from Her Majesty's Revenue and Customs. **NB** From April 2008, basic rate will reduce to **20%**, when the amount reclaimed will drop to **£2.50**.
2. You only need to make the declaration **once** to enable us to reclaim tax for as long as you wish to continue making donations in this way to the Translation Trust.
3. You can cancel this declaration at any time by notifying the Trust.
4. You must pay an amount of Income Tax and/or Capital Gains Tax at least equal to the tax that the Trust reclaims on your donations in the tax year.
5. If your circumstances should change in the future, so that you no longer pay tax on your income and capital gains equal to the tax that the Trust reclaims, you can cancel your declaration (**see note 3 above**).
6. If you pay tax at the higher rate of **40%**, you can claim further tax relief on your Self-Assessment tax form.
7. If you are unsure whether your donations qualify for Gift Aid Relief, ask your local tax office for leaflet **IR113 Gift Aid**.
8. **Please notify the Trust if you change your address.**