****Queen Elizabeth High School

Whetstone Bridge Road

Hexham

NE46 3JB

Tel. 01434 610300

**GIFT AID FORM**

**Please complete this form and return to the school at the address above or by email to** **donations@qehs.net**

**Personal details** (please state the name of only **one individual** in this section to comply with Gift Aid rules)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title** |  | **Forename** |  | **Surname** |  |
| **Address** |  | **Post code** |  |
| **Tel.** |  | **Email** |  |

**Donation details** Please help us to match your Gift Aid declaration to your payment(s):

I have made a donation by:

Regular standing order Bank transfer School Gateway

For the sum of: £

This is a: Single donation Monthly donation

Payment reference used at bank: *(if applicable – e.g. QEJSmith)*

**Gift Aid Declaration**

If you are a taxpayer, you can increase the value of your donation by 25p of Gift Aid for every £1 you donate. In order to Gift Aid your donation, you must tick the box below:

*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.*

*I want Hadrian Learning Trust to treat the enclosed donation and any donations I make in the future as a Gift Aid (please tick)*

*donation.*

Please notify us if you want to cancel this declaration, change your name or home address or 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.

Reference: *(Office use only)*