

Lancaster Royal Grammar School Charity



Donation form and Gift Aid Declaration

Please complete in BLOCK CAPITALS and post to
Development Office, LRGS, Freepost LA1295, Lancaster, LA1 3BR

A. Your Details

Title _____ First Name _____ Surname _____

Address _____

_____ Postcode _____

Telephone No. _____ E-mail _____

B. Form of Contribution

I would like to make a single gift: I enclose a donation of £ _____

Please make cheques payable to LRGS Development Fund.

You may make a donation by bank transfer to LRGS Development Fund, A/C no. 70798282,
Barclays Bank, 38 Market St. Lancaster (sort code 20-47-61)

If you wish to make a donation by credit card please tick here and return this form. We will contact you.

C. PLEASE SIGN AND DATE

Signed _____ Date ____/____/____

Please treat my gift and all future gifts as Gift Aid donations – see guidance notes below

Guidance notes

We can reclaim tax on all gifts made under the Gift Aid scheme, which means that every £10 you donate is worth £12.50 to the School.

1. You must pay enough income tax and / or capital gains tax to cover the amount of tax that all charities you donate to will reclaim in the tax year (currently 25p for each £1 you give) otherwise the HMRC may ask you to pay any difference.
2. Other taxes that you pay such as VAT or council tax do not qualify for Gift Aid relief.
3. If in future your circumstances change and you no longer pay tax on your income and capital gains to cover the amount of tax reclaimed through Gift Aid you may cancel your declaration
4. If you pay tax at the higher rate you can claim further tax relief on your Self Assessment tax return
5. If you are unsure whether your donations qualify for Gift Aid tax relief, contact the Development Office, or refer to HMRC website: www.hmrc.gov.uk/individuals/giving/basics.htm
6. Please notify the School if you change your name or address. LRGS Charity is a registered charity No. 526602