

Whether you have decided to support by setting up a recurring or a single gift; thank you very much for choosing to donate to Eltham College Bursary Fund.
Please complete the form in capitals.

Name	
Address	
Telephone	
Email	
Ways to increase your donation: Payroll Giving allows anyone paying UK income tax to give regularly and on a tax free basis to charities and good causes. Donations are deducted before tax so each £1.00 you give will only cost you 80p, and if you're a higher rate tax payer it will only cost you 60p. Alternatively all UK tax payers can allow Eltham College to use Gift Aid to reclaim basic rate tax on your gift. If you pay higher rate tax you can claim extra relief on your donations. Please see the back page for details. If your company matches charitable donations (Eltham College Charity No: 1058438), Matching Gifts provide an easy way to double, if not triple, your original donation. Obtain the relevant form from your HR department.	
Gift Aid Declaration I would like Eltham College to treat all donations that I have made since 6 April 2012, and all donations I make from the date of this declaration until I notify you otherwise, as Gift Aid donations. <div>SignatureDate</div>	
I would like my gift to remain anonymous	
I would like information on making a bequest to the school in my will	

Regular Gift	
I will make a regular gift to Eltham College of £ _____ per month / quarter / annum (select appropriate) STARTING ON __ / __ / ____ (write date) FOR A PERIOD OF years PAY TO: Barclays Bank PLC (Eltham), Sort Code 20-98-57, Account Number 10348317 To (Name and Address of your Bank)	
Bank Sort Code	<div></div>
Account Name	
Account Number	<div></div>
Signature	Date
Single Gift	
I would like to make a single gift to Eltham College of £ _____ I enclose a cheque made payable to Eltham College <input type="checkbox"/> I enclose a charities aid foundation voucher <input type="checkbox"/> Please charge my: visa / mastercard / amex / maestro: <div>Card Number<div></div></div> <div>Start Date<div>M</div><div>M</div><div>Y</div><div>Y</div>End Date<div>M</div><div>M</div><div>Y</div><div>Y</div></div> <div>Issue No. (switch only)<div></div>Security Code<div></div><div></div><div></div></div> <div>SignatureDate</div>	

How Gift Aid works

The Gift Aid scheme is for gifts of money by individuals who pay UK tax. Eltham College take your donation - which is money you've already paid tax on - and reclaims the basic rate tax from HM Revenue & Customs (HMRC) on its 'gross' equivalent - the amount before basic rate tax was deducted. If you give £100 using Gift Aid, it will be worth £125 to Eltham College.

Claiming back higher rate tax

If you pay higher rate tax, you can claim the difference between the higher rate of tax 40 and/or 45 % and the basic rate of tax 20 % on the total 'gross' value of your donation to Eltham College. For example, if you donate £100, the total value of your donation to us is £125 - so you can claim back:

- £25 - if you pay tax at 40 per cent ($£125 \times 20\%$)
- £31.25 - if you pay tax at 45 per cent ($£125 \times 25\%$)

Donation	You reclaim		Cost to you		Eltham College receives
	Higher (40%)	Highest (45%)	Higher (40%)	Highest (45%)	
£100	£25	£31.25	£75	£68.75	£125

You can make this claim on your Self Assessment tax return, if you were sent one. It's important to keep a record of the total amount of all your Gift Aid donations for each tax year. If you normally complete a tax return you can tell HMRC about your Gift Aid donations by completing the section on Gift Aid payments. If you don't complete a return, you can give the details on form P810 Tax Review.

Making sure you've paid enough tax to use Gift Aid

You can use Gift Aid if the amount of Income Tax and/or Capital Gains Tax you've paid for the tax year in which you make your donation is at least equal to the amount of basic rate tax we will reclaim on your gift. A tax year runs from 6 April one year to 5 April the next. You don't necessarily have to be working to be paying tax. Apart from tax on income, the tax you've paid could include:

- tax deducted at source from savings interest
- tax on State Pension and/or other pensions
- tax on investment or rental income (including tax credits on UK dividends)
- Capital Gains Tax on gains



ELTHAM COLLEGE

Bursary Fund Donation Form

If you have any queries please contact us at the Elthamians Office, Eltham College, Grove Park Road, London SE9 4QF, call 020 8851 9840 or email elthamians@eltham-college.org.uk

Eltham College is a registered charity, No. 1058438