

**ARCHDIOCESE OF BIRMINGHAM**  
Registered Charity no. 234216

School to complete  
School.....  
LA No.....

**GIFT AID DECLARATION  
WRITTEN**

I  Full name in CAPITALS including title (Mr/Mrs/Miss/Other)  
OF  Full Home address in CAPITALS including post code

want the ARCHDIOCESE OF BIRMINGHAM to treat all donations made by me since  as Gift Aid donations. I understand that claims can only be made for 4 years prior to the date signed.

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.

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.

Signature of Donor  Date of Declaration

Donors are entitled to cancel a Gift Aid declaration at any time. Cancellation should be notified in writing to the donor's school. Please also notify them if there is a change of name or home address, or if you no longer pay sufficient tax on your income and/or capital gains. Data Protection Act 1998. The Diocese will use the information supplied by you to reclaim tax from HMRC. Apart from this it will only be used internally.

For Office use  
GAD REFERENCE NO.

When completed please return WHOLE form to your School Office

Enter amount you wish to give

Your signature and date of your signature

Name and Address of your bank

Bank Account Name

Bank Account Number and Sort Code

**PLEASE COMPLETE** →  
"SHADED" BOXES

(STANDING ORDER IS OPTIONAL)

**BANKER'S STANDING ORDER MANDATE  
ARCHDIOCESE OF BIRMINGHAM  
Registered Charity no. 234216**

This instruction cancels any previous order made in favour of the beneficiary named below  
Make the payments detailed below and debit my/our account

**Donor to complete**  
The Sum of £.....  
Commencing on..... day of..... 20.....  
WEEKLY / MONTHLY / QUARTERLY / ANNUALLY and thereafter until further notice. (Please circle your choice of payment)  
Signed.....Dated.....  
Name of Bank: .....  
Address of Bank: .....  
Your Bank Account Name: .....  
Account No.   
Sort Code  Reference (Donor name)

**School Office to complete**  
Name of recipient Bank: Royal Bank of Scotland  
Address of Bank: 79/83 Colmore Row, Birmingham B3 2AP  
Account Title: St Aloysius Catholic Primary School SB Fund A/C  
Account No.   
Sort Code