



Teesside Hospice

It's the life we put into each day that counts

# Gift Aid declaration form Teesside Hospice Care Foundation

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Registered Charity No. 512875

If you are a UK taxpayer Teesside Hospice can reclaim an extra 25p on every pound raised through the sale of your items, meaning the value of your sold item will increase by 25%.

**By completing this declaration you are confirming that:**

- You are instructing Teesside Hospice (Trading) Limited to act as an agent, selling goods on your behalf. The goods remain your property until they are sold. A sales commission of 4% plus VAT is charged. Any items not sold will be disposed of and cannot be returned.
- You own the goods, obtained them in a legal manner and are not acting as a business in selling your goods.
- You want Teesside Hospice (Trading) Limited to automatically donate the net sales proceeds to Teesside Hospice Care Foundation, provided that the total net proceeds during the tax year has not exceeded the £1,000 HMRC specified limit. Once a sale is made that brings the net sales proceeds to more than £1,000, we will contact you to seek your consent to those funds over and above the initial £1,000 limit being donated, and will write with in-year updates as further goods are sold. Claims must be made by contacting the charity within 21 days.
- You agree that any donations of sale proceeds of your items, on or after the date of this declaration, are to be treated as Gift Aid donations (until you notify us otherwise or this agreement is terminated).
- You pay an amount of UK Income Tax and/or Capital Gains Tax for each year (6 April one year to 5 April the next) that is at least equal to the amount of tax that all charities & CASCs you donate to will reclaim on your gifts for that tax year i.e. to cover net sales proceeds up to the £1,000 limit, you must pay at least £250 tax in the tax year. You understand that if you pay less tax than the amount of Gift Aid claimed on all your donations in the tax year, it is your responsibility to pay any difference.

## Donor's details (your address is needed to identify you as a current UK taxpayer)

Title \_\_\_\_\_ First Name \_\_\_\_\_ Surname \_\_\_\_\_

Home Address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

HMRC state we must send you a year end letter, detailing the total net proceeds of your goods. **Help us to minimise our costs by providing your email address. This will not be used for marketing purposes.**

**Form checked & entered on EPOS:**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Shop name \_\_\_\_\_

Stick 1 Donor ID/TMP  
barcode here

**Please notify the charity if you:** 1. Want to cancel this declaration 2. Change your name or home address  
3. No longer pay sufficient tax on your income and/or capital gains Note: Either you or we may terminate this agreement at any time by written notice. We may vary the terms of this agreement at any time by written notice.