



## **DIOCESE OF LEEDS - GIFT AID DECLARATION**

Office use only

Leeds Diocesan Justice & Peace Commission

**Please PRINT your first name(s) and surname below: (Please delete as appropriate)**

I,

Mr/Mrs/Miss/Ms/Dr/Rev

**Please PRINT your full HOME address below – POSTCODE must be completed:**

Of,

Postcode:

want to Gift Aid my donations I make in the future or have made in the past 4 years to the Roman Catholic Diocese of Leeds. I am a UK tax payer 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 relevant tax year, it is my responsibility to pay any difference.

**Signature**

**Date of Declaration**

**Please notify the Justice & Peace Hon Treasurer if:**

1. You wish to cancel this Declaration;
2. You change your name or address;
3. You no longer pay sufficient tax on your income and/or capital gains tax.

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 HMRC to adjust your tax code.

*This certificate will be used to complete HMRC returns. It will be held by the Diocese to provide information for statutory/audit purposes and to keep you informed.*