



Office Use Only

# Donor Forms

Please fill in one or both of the forms below and return to The Treasurer, Living Water Africa, Strawberry Hill, Wyndham Road, Poole, Dorset, BH14 8SH. You may also set up an SO direct with your bank if you wish, but please still return the Gift Aid form. We will normally acknowledge your gift by email to avoid postage costs. However if you would prefer a reply by post please tick here:  Thank you very much for your support!

## Gift Aid Declaration Form

Using Gift Aid means that for every pound you give, we get an extra 28 pence from the Inland Revenue, helping your donation go further. Imagine what a difference that could make and it doesn't cost you a thing. So if you want your donation to go further, Gift Aid it. It's that simple.

I want Living Water Africa to treat all donations I make from the date of this declaration until I notify you otherwise, as Gift Aid donations.

Name .....

Address .....

..... Postcode .....

email.....

Signature ..... Date ...../...../.....

Please read these notes.

1. You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the charity reclaims on your donations in the tax year.
2. Please notify the charity if you change your name or address while the declaration is still in force.
3. You can cancel the declaration at any time by notifying the charity – it will then not apply to donations you make on or after the date of cancellation or such later date as you specify.
4. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the charity reclaims, you can cancel your declaration (see note 3).
5. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
6. HMRC requires that all payments made are in a verifiable form i.e. Standing Order, Cheque, Envelopes, or are received.

## Standing Order Form

*Standing Orders are really valuable to us – they enable us to plan a little further ahead!*

To: The Manager [Bank Name] .....

Bank Address .....

Please pay: Barclays Bank, 13 Bournemouth Rd, Poole, Dorset BH14 0EF

Account: Living Water Africa Sort code: 20-68-79 Account Number: 33501256

The sum of .....(figures)

.....(words).

Commencing on .....and continuing (monthly) until further notice.

Name of account to be debited: .....

Account Number..... Sort Code: .....

Signature ..... Date ...../...../.....