



ECUMENICAL PATRIARCHATE  
 ARCHDIOCESE OF THYATEIRA AND GREAT BRITAIN  
 THE GREEK ORTHODOX COMMUNITY  
 THE TWELVE APOSTLES  
 HERTFORDSHIRE



The Twelve Apostles Church, Kentish Lane, Brookmans Park, Hatfield, Hertfordshire, AL9 6NG  
 t: +44 (0) 1707 650147 f: +44 (0) 1707 647146 e: info@12apostles.co.uk w: www.12apostles.co.uk  
 Priest in Charge: Protopresbyter Joseph Paliouras

## Gift Aid Declaration

Please treat as Gift Aid all donations I make to The Greek Orthodox Community, The Twelve Apostles Hertfordshire Trust from 6<sup>th</sup> April 2000 and any donations I have made in the previous four years until I notify you otherwise. I understand that I must have paid an amount of Income Tax or Capital Gains Tax equal to the tax the charity claims (25p for each £1 given).

Title (Mr, Mrs, Miss, Ms, etc.)	
Full Name	
Address Line 1	
Address Line 2	
Postcode	
Telephone/Mobile Number	
Email address	

Signature	
Date	

- Please notify The Greek Orthodox Community, The Twelve Apostles Hertfordshire Trust if you change your name or address while the declaration is still in force.
- You can cancel the declaration at any time by notifying The Greek Orthodox Community, The Twelve Apostles Hertfordshire Trust.
- If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.

## Standing Order Mandate

\*\*\* (Replaces any existing Standing Order) \*\*\*

I would like to make a regular donation via Standing Order of:

£10       £20       £50       Other amount £\_\_\_\_\_ monthly

Please debit the above amount from my account on or around the:

1<sup>st</sup>       15<sup>th</sup>       28<sup>th</sup>      of the month starting \_\_\_\_\_ (month)

Bank or Building Society (to the Manager of)			
Address Line 1			
Address Line 2			
Postcode			
Name of Account Holder			
Sort Code		Account Number	

And thereafter the same sum instalments to Twelve Apostles Church, Barclays Bank, Bedford Branch  
 Sort Code 20-05-73 and Account Number 53667138.

Signature	
Date	

**Instruction to Bank or Building Society:** Please quote the name and reference below for all payments.

Reference (office use only)	
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**Please return this completed form to the church office at the address above. Please do not send it to your bank.**

Registered Charity Number 1108369. Company Registration Number 05059031.



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## Frequently Asked Questions

### What is Gift Aid?

Gift Aid is an Inland Revenue scheme, which allows charities to reclaim from the Revenue the basic rate tax you have already paid as a UK taxpayer - an extra 25p for every £1 you pledged as a donation. This extra money makes a massive difference to charities like ours.

### How does Gift Aid work?

All you have to do is to make a donation and then declare it as Gift Aid. The declaration is simply a statement made by you as a tax payer who wishes a charity to reclaim back from the Inland Revenue the tax you have already paid on the amount of your donation. There is no extra cost to you. The charity (in this case our church) will reclaim the tax you paid on your donation. This simply implies the church will get the donation from you plus the 25% of tax you paid from the Inland Revenue.

### Do I qualify?

Providing you pay as much tax in the financial year of the donation as the church will be reclaiming, you are entitled to use Gift Aid. For example, if you donate £100 in one year tax year, you need to have paid at least £25 tax in respect to that tax year.

### What if I am a pensioner?

You may still pay tax on your pension, saving accounts or due to capital gains on the sale of a property. If so, you will be eligible to give donation(s) and the church will reclaim the tax (25%) you paid to the Inland Revenue.

### What if I am a higher rate tax payer?

As a higher rate tax payer, you can reclaim the difference between the higher rate of tax and the basic rate on the total value of your donation to a charity. You make this claim on your Self Assessment tax return form.

### How long does the declaration last?

We are able to claim on any donation made since 6<sup>th</sup> April 2000 and until you notify us in writing that you are either ineligible or simply wish to cancel your declaration.

### What do I do next?

Simply complete the form overleaf making sure to sign both the Gift Aid declaration (top part of the form) and the Standing Order mandate (if you have selected to setup a Standing Order also). Please return the completed form to the church office at the address above and we will do the rest. If you need more information please do not hesitate to contact the church office.