

| Office use only            | Member No | Linked Joint Member No | Date received from Assist Membership | Hard copy or Digital? | Date GA info input to Beacon |
|----------------------------|-----------|------------------------|--------------------------------------|-----------------------|------------------------------|
| Blue = Date<br>Yellow = No |           |                        |                                      |                       |                              |

|                                                                                  |                                                                                                                                                      |
|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | Crawley u3a<br>Registered Charity Number 1029004<br>Website: <a href="https://u3asites.org.uk/crawley/home">https://u3asites.org.uk/crawley/home</a> |
|                                                                                  | <h2>Gift Aid Declaration Form</h2>                                                                                                                   |

Did you know that you can Gift Aid Crawley u3a membership? The Gift Aid scheme means Crawley u3a can reclaim 25p of tax for each £1 you give to help make the u3a funds go further in the general activities it provides.

Making a gift aid donation does not cost the donor any extra money but you **must** be a UK taxpayer for each year for which you Gift Aid. See our website page [Gift Aid](#) for more on this. If you are willing and eligible to Gift Aid, please complete this form.

The membership fee alone (not any extra paid to receive u3aMatters) payable for this u3a will be the amount claimed for Gift Aid. The fee secures membership of the u3a only and does not secure rights to personal use of any facilities or service provided by the u3a. This is also the amount you should claim on your individual tax return when claiming your gift aid tax allowance.

### Gift Aid Declaration

|                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |         |                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------|-----------------|
| I want to Gift Aid my current and any future membership fees I pay in the future to Crawley u3a. I am a UK taxpayer and I understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of the Gift Aid claimed on all my charitable and amateur sport clubs' donations in that tax year it is my responsibility to pay any difference. I understand that other taxes such as VAT and Council do not qualify. |          |         |                 |
| <b>Signed (1)</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |          |         | <b>Date (1)</b> |
| Title                                                                                                                                                                                                                                                                                                                                                                                                                             | Forename | Surname |                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |         |                 |
| Address                                                                                                                                                                                                                                                                                                                                                                                                                           |          |         |                 |

(1) HRMC rules are such that we require a "real" i.e. non-digital signature UNLESS you are sending this form to [crawleyu3amembership@gmail.com](mailto:crawleyu3amembership@gmail.com) as an attachment to an e-mail coming from your personal e-mail address.

**Important** If in the future your circumstances change, and you no longer pay sufficient tax on your income and capital gains to equal the tax reclaimed on your various donations, you should cancel your declaration by notifying us on [crawleyu3amembership@gmail.com](mailto:crawleyu3amembership@gmail.com)

### General Data Protection Regulations 2018

Crawley U3A requires members to provide their personal information to claim gift aid from H.M Revenue and Customs. The data is held for a period of six years in accordance with HMRC requirements it is then securely disposed of. This information is stored in paper form and is separate from the Crawley u3a membership records. A detailed description of our Privacy Policy is on our website on the Members page (<https://crawley.u3asite.uk/information-documents-for-members>). If you do not have access to the website a paper copy can be requested from the Secretary.