

### What is gift Aid?

Gift Aid is a tax relief for charities in the UK to increase donations at no extra cost to the donor. When a charity receives a donation from a UK taxpayer, the organisation is entitled to claim an extra 25% paid on that donation. A charity can reclaim 25p for every £1.00 donated.

### How does Gift Aid work?

The donors need to give their consent for the charity to reclaim tax on their donations. They do this through making a Gift Aid Declaration.

A valid Gift Aid Declaration must include:

- the donor's full name
- the donor's home address including house number/name and postcode
- the donor has chosen to Gift Aid - ticking a box or signing the declaration
- the gift aid declaration

### Who qualifies to donate through Gift Aid?

The donor must be a UK tax payer and have paid UK income tax or capital gains tax in that tax year, at least equal to the tax that the charity will reclaim on the individual's donations.

### What do donors need to do?

All donors have to do is submit a valid Gift Aid declaration form when making a donation. Once a donor has given their permission by filling in the Gift Aid declaration form, there is no need for them to do anything else.

### Higher rate tax payers

Higher rate tax payers are entitled to claim the difference between their rate of tax and the basic rate on the total value of the donation. To receive the additional tax relief due to the Individual, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

### Do I need to complete a declaration each time I make a donation?

No, once you have submitted a valid enduring gift aid declaration, the Relief Chest Scheme can reclaim tax on all your future donations too. An enduring declaration covers current and future donations until the donor notifies the charity that they no longer pay UK tax.

### Relief Chest Scheme gift aid declarations

A donor can submit a valid a gift aid declaration when making a donation by using a single or regular donation form or a Gift Aid Envelope.

However, if a donor is unable to provide a gift aid declaration at the time of making the donation, it can be submitted by using a gift aid declaration form (available to download at <https://mcf.org.uk/resources/relief-chest-resources/?lm-page=1> . Charities can reclaim tax on personal donations made in the past four years.

For further information on Gift Aid, please visit <https://www.gov.uk/claim-gift-aid>

Contact Relief Chest Scheme team at [reliefchest@mcf.org.uk](mailto:reliefchest@mcf.org.uk)