

## GIFT AID Fact Sheet

### QUESTIONS AND ANSWERS

Q1. - I would like to give to LRSN but do not want to commit myself to giving on a regular basis, is there any way I can do this?

A. - Yes, by completing the Gift Aid declaration now and sending it in to LRSN with your donation. We will record your declaration, and whenever you send a donation in the future we will be able to claim back basic rate tax on the amount automatically, provided your tax status has not changed.

Q2. - My company donates to LRSN, how will these changes affect my ability to Gift Aid the donation?

A. - From 1 April 2000 Gift Aid donations made by companies to charities must be paid without deduction of income tax. They will pay any donation as the gross amount and then claim tax relief when calculating their profits for corporation tax. They do not have to make a Gift Aid declaration.

Q3 - What about Sole Traders and Partnerships?

A. - Sole traders can make Gift Aid payments, which will be treated as "donations by an individual" for income tax purposes provided it comes from their drawings.

Q4. - On the Gift Aid Declaration form it states I have to be a taxpayer. What happens if I stop paying tax?

A. - Then you must advise us, if you make further donations after this point, and tell us that you are no longer a taxpayer. In this event, we would no longer be able to claim tax relief on payments you may send us.

Q5. - What happens if I move house?

A. - Just let us know the change of address and confirm that your declaration is still valid.

Q6 - Can I put my work address so that I will not be contacted at home?

A. - No, In order to comply with the Gift Aid rules the charity must have the home address of the individual completing the form. Should you not want to be contacted or mailed then please advise us and this can be arranged and your record marked accordingly.

Q7. - How far back can a gift aid donation be made?

A. - New changes came into effect from 1 April 2010. LRSN can claim gift aid on donations made up to 4 years before. If you would like all donations you have given in the past to be claimed as gift aid please let us know and we will send you a gift aid declaration to cover this.

Q8. - Can my spouse and I make a joint declaration?

A. - Yes, the declaration must include the full names of and addresses of both parties, both must be taxpayers and must make it clear how any donation is to be split. Otherwise it is suggested that the individual partner who is the taxpayer completes the form.

Q9. - What if I am a higher rate taxpayer?

A - From April 2000 donors will be able to claim higher rate tax relief for their donations against both income tax and or capital gains tax.

Q10. - Can I Gift Aid money I raise on behalf of LRSN?

A - No, for a donation to be valid for Gift Aid it must be the donor's own money and UK income tax or capital gains tax must have been paid on it.

Q11. - We are having a small lottery in aid of LRSN can I get the ticket purchasers to "Gift Aid" the payments?

A - No, The payment to purchase a raffle ticket from LRSN is not a gift to LRSN but a payment for a right to enter the raffle.

Q12. - How can I obtain a Gift Aid declaration form and/or a Standing Order Form?

A - Just contact LRSN by letter, phone, or e-mail and ask for the relevant forms or if you have access to the Internet they can be downloaded from our site, [www.lrsn.co.uk](http://www.lrsn.co.uk)

Contact details are: LRSN

Address: 19 St Lawrence Way, Tallington, Stamford, Lincolnshire PE9 4RH

Email: [alison.pratt@lrsn.co.uk](mailto:alison.pratt@lrsn.co.uk)

Phone: 07776 686123

Q13. - I have a few more questions that are not on this fact sheet, where do I get the answers from?

A. - By contacting LRSN. If we are unable to answer your question straight away, then we will ensure that we obtain an answer and get back to you with it.