



# LEOMINSTER MUSEUM



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Leominster Museum CIO: Registered Incorporated Charity Number 1162600

www.leominstermuseum.org.uk



& : leominstermuseum



: @leomuseum

## Gift Aided Single Donation to Leominster Museum CIO

Please complete the form in BLOCK CAPITALS and return to the Treasurer at the address above.

### A. Personal Details of Donor

First Name(s): .....

Surname: ..... Title: .....

Full Home Address: : .....

..... Postcode: .....

Telephone: ..... Email: .....

### B. Payment method

My donation of £ ..... is enclosed/has been made on (date) ..... as follows:

- Cheque payable to *Leominster Museum CIO*
- PayPal donation (please use the Donate button on our website [www.leominstermuseum.org.uk](http://www.leominstermuseum.org.uk))
- Direct transfer, quoting my initial(s) and surname, to Leominster Museum CIO's account at CAF Bank Ltd, Account No. 00028709, Sort Code 40-52-40

**NOTE:** for cash gifts please complete a special gift aid envelope instead and seal the cash inside it

### C. Gift Aid Declaration

*Boost your donations by 25p of Gift Aid for every £1 you donate*

In order to Gift Aid your donation you must tick the box below and sign the declaration

I want to Gift Aid this donation to Leominster Museum CIO [*and any other donations I make to it in the future until I notify the CIO otherwise.*]

**[Delete words in italics if not applicable]**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference to HMRC.

Signed: ..... Date: .....

Gift Aid is reclaimed by the CIO from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

**Please notify the Museum Treasurer at the above address if you:**

- *Want to cancel this declaration*
- *Change your name or home address*
- *No longer pay sufficient tax on your income and/or capital gains.*

*If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, 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.*

If you plan to make regular gifts to the Museum, why not consider becoming a Friend of the Museum, or an ordinary voting member, and paying subscriptions by standing order? Application forms to join either category, along with standing order forms, can be obtained at the reception desk or downloaded from the Museum website [www.leominstermuseum.org.uk/the-museum-charity/](http://www.leominstermuseum.org.uk/the-museum-charity/)