

## HOW YOU CAN SUPPORT THE FRIENDS OF CAERLEON COMPREHENSIVE SCHOOL

### Each pound you donate is worth £1.25 when it is given by GIFT AID.

Help the Friends of Caerleon Comprehensive School raise funds to improve the school's resources, equipment and surroundings for the benefit of your child.

No action is required to Covenants that commenced prior to 6<sup>th</sup> April 2000 (they will stand in place of the Gift Aid declaration)

### The Benefits of Gift Aid to YOU

- You know you are contributing to a worthwhile cause from which your child will benefit.
- It is easy and painless
- If you are a higher rate tax payer, you can reclaim marginal relief on your donation

### The Benefits of Gift Aid to the School

- Because the FOCC has charitable status, we can reclaim the basic rate of income tax
- It provides a guaranteed flow of income which allows expenditure to be planned

### How you make a Gift Aid declaration

- You must be paying or have paid an amount of income tax/capital gains tax equal or greater than the tax we reclaim on your donations
- Simply fill in the Gift Aid Declaration on this sheet
- Complete the Banker's Standing Order – if you have a bank account. If not, we accept regular postal orders.
- Return this sheet (i.e. Declaration and Standing Order), in confidence, to:

The Treasurer  
Friends of Caerleon Comprehensive School  
Lisvane Cottage, The Rhadyr, Usk  
Monmouthshire NP15 1PY

Or pass it on to the school addressed to:

The Treasurer  
Friends of Caerleon Comprehensive School  
c/o The Headmaster

## DECLARATION OF GIFT AID

I promise to donate to the Friends of Caerleon Comprehensive School

£..... [insert amount you wish to give]

Each month/quarter/year [delete as appropriate] until cancelled by me.

Please treat as Gift Aid donations all qualifying gifts of money made today, in the past 4 years and in the future.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand that the charity will reclaim 28p of tax on every £1 that I gave up to April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

Signed.....Date ..... /..... /.....

Your full name

Title (e.g. Mr, Mrs, Dr) .....

Forename.....

Surname.....

Your address

.....

.....

.....Post Code.....

**Please notify the charity 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

## BANKER'S STANDING ORDER

To: .....  
[name of your bank]

of.....

.....

.....[address of your bank]

Please pay to the Girobank plc, for the account of "Friends of Caerleon Comprehensive School", (Account No. 5210 8203, Sort Code 72-00-01)

the sum of.....pounds [in words]

On the..... / ..... / ..... [specify commencement date]

and the same sum on the same day each month / quarter / year [delete as appropriate] until cancelled.

Name of account to be debited

.....

.....

Account number.....

.....

Branch Sort Code.....

.....

Signed.....

Date..... / ..... / .....

Full name.....

Address.....

.....

.....

..... Post Code.....

If you are interested in helping the Friends at one of our events or would like to know about our activities, please add your telephone number and email address here

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