



Registered Charity Nos. 248962

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Regular Donations to The Surplus Fund of the Royal Navy Club

I promise to pay you the actual sum of £ .

Please [] each Month Year 3 months 6 months

Payments are to start on / /
(this date must be at least two months after the date that you sign the form)

and are to continue for a period of three four five
or years thereafter, or until my death, whichever is earlier.

Standing Orders should be set up in favour of "The Surplus Fund of the Royal Navy Club". Coutts & Co, Sort Code 18-00-02 Account No. [Contact Secretary for details] Registered Charity No. **248962**

Or

Single donation to The Surplus Fund of the Royal Navy Club

I enclose a cheque for the sum of £ .
(Delete as applicable)

I have made an online BACS transfer for the sum of £ .

Cheques to be made payable to "The Surplus Fund of the Royal Navy Club". Registered Charity No. **248962**

Gift Aid Declaration

If you are a UK tax payer, under the Government's Gift Aid Scheme, The Royal Navy Club can reclaim the tax you have already paid on your donation.

Please read the declaration below before you tick the relevant box(es)

DECLARATION

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 the 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 The Royal Navy Club will reclaim 25p of tax on every £1 that I give.

Please treat as Gift Aid donations, all qualifying gifts of money made tick []

on this donation only in the past 4 years in the future

Please see important notes overleaf

Please notify The Royal Navy Club if you:

1. Wish to cancel this declaration
2. Change your name or your home address
3. No longer pay sufficient tax on your income and/or capital gains.

Donor Information:-

Title	Mr/Mrs/Miss/Other
Surname	
Forename(s)	
Address	House number/name etc
PostCode	
Email	
Signature	
Date	

Notes.

1. This form contains a Single/Regular Donation/Gift Aid Declaration. Please complete the relevant parts and send it to the Secretary of the Royal Navy Club.
2. All Regular donations can be made by Standing Order or by the Direct Debit system from a Bank or Building Society in the United Kingdom. For Direct Debit mandates, The Royal Navy Club is authorised to collect only the fixed amount specified on your form. The Royal Navy Club guarantees that it will make no other collections. Should it do so in error, a full and immediate refund will be made. To allow for both The Royal Navy Club and your Bank to process, this form must be received by the Secretary at least two months before the first payment is due.
3. You may cancel this declaration at any time by writing to the Secretary of the Royal Navy Club.
4. In order to qualify for Gift Aid, you must 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 the charities or Community Amateur Sports Clubs (CASCs) that you donate to will reclaim on your gifts for that tax year. Other taxes such as VAT and Council Tax do not qualify. The Royal Navy Club will reclaim 25p of tax on every £1 that you give.
5. Tax cannot be reclaimed unless the box above is ticked. []
6. If your circumstances should change and you no longer pay tax on your income and/or capital gains you can cancel your declaration (see note 4).
7. Higher rate income tax payers can claim tax relief equal to the difference between the higher rate and basic rate of tax on all donations made to The Surplus Fund of the Royal Navy Club of 1765 & 1785 (United 1889). The value of this higher rate of tax may be found on your Self Assessment Tax Return. If you are unsure whether your donations qualify for Gift Aid tax relief, ask your local Tax Office or go to the HMRC website: www.hmrc.gov.uk/incometax/relief-gift-aid.htm.
8. Please notify The Royal Navy Club if you change your name, address or Bank/Building Society details.