

# Adopt A Potter Limited

## GIFT AID DECLARATION

In order to Gift Aid your donation you must tick the box below:

I want to Gift Aid my donation of £\_\_\_\_\_ and any donations I make in the future or have made in the past 4 years to Adopt a Potter

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.

My Details

Title \_\_\_\_ First name or initial(s) \_\_\_\_\_ Surname

\_\_\_\_\_

Full Home Address

\_\_\_\_\_

\_\_\_\_ Postcode \_\_\_\_\_

Date \_\_\_\_\_

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**

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.

**Please make cheques payable to ADOPT A POTTER CHARITABLE TRUST.**

**To make a direct transfer via BACS, please use the contact details below.**

When completed, please return one copy with your donation to:

Lisa Hammond, Adopt a Potter Limited, Maze Hill Pottery, The Old Ticket Office, Woodlands Park Road, Greenwich, London SE10 9XE. For further details visit [www.adoptapotter.org.uk](http://www.adoptapotter.org.uk) or email [lisa@lisahammond-pottery.co.uk](mailto:lisa@lisahammond-pottery.co.uk)

Charity Registration No: 1173174