



# 2019 Festival - Hertfordshire Royal Masonic Trust for Girls and Boys Donation Form and Gift Aid Declaration



Please complete all relevant sections and return your completed form to:  
RMTGB, 60 Great Queen Street, London WC2B 5AZ

Registered Charity No. 285836

## Personal details

First Name ..... Surname .....

Address .....

Postcode .....

## Donation details

### a. I would like to make a regular donation via standing order:

Please do NOT send this form directly to your bank. The RMTGB will forward your completed form to your bank to establish your standing order.

To: *The Manager*

Name of Bank ..... Account Name .....

Account No.         Sort Code   -   -

Bank Address .....

Please pay to the credit of: The Festival Account, Royal Masonic Trust for Girls and Boys Account No: 36123560  
at the National Westminster Bank PLC, Bloomsbury Parr's Branch, 214 High Holborn, London WC1V 7BX Sort Code: 60-30-06

£5  £10  £20  £50

OR (words): .....  
(figures): £         .

on (date):   /   /

and at monthly / yearly intervals (delete as necessary)

until (date):   /   /

Signature .....

RMTGB Ref No.  
(office use only)

Date   /   /

### b. I would like to make a single donation and enclose a cheque for: £ .

Please make your cheque payable to 'RMTGB'.

## Donor details

This information is needed to record your donation or contact you if necessary and will NOT be sent to your bank.

Lodge Name ..... Lodge No.

Home Phone No. .... Email .....

## Gift Aid Declaration

Only UK taxpayers should complete this section

Please treat all qualifying gifts of money made to the Royal Masonic Trust for Girls and Boys (60 Great Queen Street, London WC2B 5AZ; Registered Charity No. 285836) today, in the past four years and the future as Gift Aid donations until I notify you otherwise. I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year that is at least equal to the amount of tax that all the charities and Community Amateur Sports Clubs 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 and the charity will reclaim 25p of tax on every £1 that I have given. I will notify you should I choose to cancel this declaration; change my name or home address; or if I no longer pay sufficient tax on my income and/or capital gains.

Name .....

House No. /Name ..... Signature .....

Postcode ..... Date   /   /

## Notes

### Gift Aid declaration

- Only UK taxpayers should complete and sign the Gift Aid declaration.
- Please ensure your declaration is dated.
- By signing the Gift Aid declaration, you agree to the following:

*Please treat all qualifying gifts of money made to the Royal Masonic Trust for Girls and Boys (60 Great Queen Street, London WC2B 5AZ; Registered Charity No. 285836) today, in the past four years and the future as Gift Aid donations until I notify you otherwise.*

*I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year that is at least equal to the amount of tax that all the charities and Community Amateur Sports Clubs 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 and the charity will reclaim 25p of tax on every £1 that I have given.*

*I will notify you should I choose to cancel this declaration; change my name or home address; or if I no longer pay sufficient tax on my income and/or capital gains.*

### Single donations

- You can use this form to make a single donation by cheque.
- Once signed we do not need another form to reclaim Gift Aid on subsequent donations. When making subsequent single donations, however, please continue to provide us with your contact details as well as your Lodge name and number.
- When using this form to make a single donation please enclose a cheque made payable to 'Royal Masonic Trust for Girls and Boys' or 'RMTGB'.
- Please **do not** send cash via post.

### Non-taxpayers

- Non-taxpayers can continue to use this form to donations, but should not complete or sign the Gift Aid declaration.

### Higher and additional rate taxpayers

- Higher and additional rate taxpayers can use their Self Assessment Tax Return to claim back the difference between the higher or additional rate of tax and the basic rate of tax on the total value of their donation.
- You can donate any rebate you receive directly to us when completing your return online or on paper using the SA100 Charity Form by entering the charity code as VAE64YG.

### Receipts

- If you donate to the Royal Masonic Trust for Girls and Boys by standing order, you will receive an initial acknowledgement of your undertaking. At the end of each tax year a personal statement is available on request.
- Receipts will continue to be provided for all single donations. If you make a donation and subsequently complete a Gift Aid declaration, no further receipt will be issued in respect of any tax reclaimed. These amounts will, however, be reflected in your personal statement.

### Where to send this form

- Please send the completed form to Royal Masonic Trust for Girls and Boys, 60 Great Queen Street, London WC2B 5AZ.
- Please **do not** detach the standing order form, we will forward this form to your bank to establish your payment.

### Further information

- If you have any questions about Gift Aid or would like further information about donating to the Royal Masonic Trust for Girls and Boys, please contact the Gift Aid Department on 020 7405 2644, email [giftaid@rmtgb.org](mailto:giftaid@rmtgb.org) or visit [www.rmtgb.org/giftaid](http://www.rmtgb.org/giftaid).



### Royal Masonic Trust for Girls and Boys

60 Great Queen Street, London WC2B 5AZ

Tel: 020 7405 2644

Email: [info@rmtgb.org](mailto:info@rmtgb.org)

Web: [www.rmtgb.org](http://www.rmtgb.org)

Registered Charity Number: 285836



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