

Retail Agency Agreement and
GiftAid declaration for gifts of
money to West Kent YMCA



Helping Young People Build Their Future

Please tick all boxes you wish to apply and delete anything that does not apply.

If you would like us to sell your goods on your behalf, please tick all the boxes below if you would like West Kent YMCA to be able to claim Gift Aid on your subsequent donation of the proceeds.

I appoint West Kent YMCA Trading Ltd to act as my agent in selling my goods such as furniture. I understand that a fee of 2%+VAT will be taken for this service.

Before we make any Gift Aid claim, we will write to you to inform you of the money raised [if £1,000 or more] from selling your goods; so you can choose to retain or donate the proceeds to West Kent YMCA.

Please treat as Gift Aid, donations of all qualifying gifts of money, including any money raised by selling my goods for me, as my agent. Please tick all boxes that apply / delete anything that does not.

today

in the past 4 years

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 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 charity will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

Your details for this Agency Agreement & Gift Aid declaration

Mr /Mrs /Ms /Dr / Rev _____ First name _____

Surname _____

Telephone _____ Email _____

Full home address _____

Postcode _____

Date _____ Signature _____

Please notify West Kent YMCA in writing if you:

- *Want to cancel this agency agreement and / or your gift aid declaration*
- *Change your name or home address or email*
- *No longer pay sufficient income tax and/or capital gains tax to be a GiftAid donor.*

If you pay Income Tax at the higher or additional rate and want to receive additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment. We respect your privacy. We never pass your details to anyone else without your explicit permission.

THANK YOU VERY MUCH FOR YOUR SUPPORT. Please return your signed form to us using the contact details below by post, fax or email a scanned copy, or hand it to West Kent YMCA staff.

head office: Ryder House, 1-23 Belgrave Road, Tunbridge Wells, Kent TN1 2BP
phone: 01892 542 209 fax: 0871 2390677 email: info@westkentymca.org.uk web: westkentymca.org.uk

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