

Gift Aid Declaration

By completing the details below and signing this form, you are agreeing to the following Gift Aid Declaration and Agency Agreement:

- I want to Gift Aid my current donation and any donations I may make in the future or have made in the past 4 years to Helen & Douglas House.
- 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.
- I will notify Helen & Douglas House/ Helen & Douglas House (Trading) Limited of any change in my personal circumstances, such as name and address, or that I no longer pay UK Income or Capital Gains tax or I wish to cancel the declaration.

For completion by donor:

Title: First name or initial(s): Surname:

Home Address:

Town: Postcode:

Email: Telephone:

Date: Signature:

By signing this form I confirm I have read and understood the Agency Agreement.

Protecting your personal data

If you have supplied an email address, we will use this to inform you of the Gift Aid we claim – if you do not, then we will inform you by post. Please read the Agency Agreement for more detail.

If you would like to receive news from the hospice and other ways your fundraising can support terminally ill children, please indicate below how you would like us to contact you. For more information about what we do with your data, including wealth profiling and data appending, please read our privacy policy www.helenanddouglas.org.uk/supporter

Email Post Telephone Text

Agency Agreement

Helen & Douglas House (Trading) Limited, 13 Beaumont Street, Oxford OX1 2LP

I wish Helen & Douglas House (Trading) Limited to act as my agent in offering my goods for sale, at a charge of 2% commission plus VAT which shall be deducted from the proceeds of sale.

I am not acting as a business in bringing goods in for sale to a Helen & Douglas House (Trading) Limited shop, and the goods which I am offering are my own to give and do not belong to another household.

I confirm that I am at least 18 years old and understand that this agency agreement is a legally binding contract.

I understand that if Helen & Douglas House (Trading) Limited are unable to sell any of the goods they will have the right to dispose of the goods as they see fit, and that Helen & Douglas House (Trading) Limited will not be responsible for any loss or damage to any goods brought into the shop for sale.

As legal and beneficial owner of the goods until they are sold, I understand that I have the right to keep all of the net proceeds of the sale but can choose to donate all or part of the proceeds, if I wish. I understand that this right is limited by the following terms of this agreement.

I agree that if the total value of the money raised, after deduction of Commission and VAT (Net Sales Proceeds), from the sale of my goods in any tax year is equal to or less than £1,000, the Net Sales Proceeds will be treated as a donation to Helen & Douglas House (Trading) Limited.

I agree that Helen & Douglas House (Trading) Limited will not write to me to confirm donations, if the Net Sales Proceeds from the sale of my goods in any tax year is equal to or less than £1,000

I understand that Helen & Douglas House (Trading) Limited will contact me, if the Net Sales Proceeds are in excess of £1,000, to give me the opportunity to donate the proceeds in excess of £1,000.

I understand that Helen & Douglas House (Trading) Limited will send me an end of tax year notification, even if monies raised are less than £1,000, detailing the Net Sales Proceeds and Gift Aid reclaimed in that tax year.

Either I or Helen & Douglas House (Trading) Limited may terminate this Agreement at any time. I agree to give Helen & Douglas House (Trading) written or verbal notice if I wish to terminate this Agreement.

I understand that Helen & Douglas House (Trading) Limited may vary the terms of this Agreement at any time, and I will receive notification only in the event of a significant change. I understand that the most recent information can be found on request at a Helen & Douglas House (Trading) Limited shop, or on the Helen & Douglas House website.

If I have supplied my email address, I understand Helen & Douglas House (Trading) Limited will use it to send me donation and end of tax year notifications.



www.hdh.org.uk

Registered charity number 1085951