

**How does Gift Aid work?**

Using Gift Aid means that for every pound you give, we get an extra 25 pence from the Inland Revenue, helping your donation go further. This means that £100 can be turned into £125 just so long as donations are made through Gift Aid.

**The benefits of Gift Aid**

**No extra cost to you**

Yet your giving increases significantly.

**No minimum amount**

Tax is reclaimable on all Gift Aided donations.

**No need for separate forms**

One declaration enables us to reclaim the tax on any donation for a special appeal, as well as your valued regular giving.

**How do I proceed?**

Simply complete the Gift Aid declaration and send to The International Bible Training Institute, Hook Place, Burgess Hill, West Sussex RH15 8RF. You will receive a letter of acknowledgement once the form has been lodged at the IBTI.

**STANDING ORDER FORM**

*(Please enter name and address of your bank)* **Please pay to: (to be completed by the IBTI)**

To: \_\_\_\_\_ **Bank plc**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

A/C Name:

A/C Number:

Sort Code

Bank:

Branch Name:

Pay on \_\_\_/\_\_\_/\_\_\_ (dd/mm/yyyy) and monthly thereafter, the amount of £

Write (amount in words): \_\_\_\_\_

**Until further notice, quoting ref: GIFTAID**  
**(Payment will continue until you cancel instruction)**

Account name:										Signature(s)										
Bank Account Number					Sort Code					1.										
										2.										



*For individual UK tax payers (complete in CAPITAL letters)*

Title	FIRST Names	Surname
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Home Address

\_\_\_\_\_

\_\_\_\_\_

*OPTIONAL INFORMATION - please complete if you do not mind us contacting you this way*

Email address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**I wish the International Bible Training Institute to treat as Gift Aid, all donations I have made since 6<sup>th</sup> April 2009/\_\_\_\_\_ (dd/mm/yyyy) and all donations which I make hereafter.**

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each year (5 April to 4 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 25p of tax on every £1 that I give.

Signature  Date

**International Bible Training Institute**

Registered Charity 1173899 (England & Wales) IR Charities Ref

Gift Aid Declaration Number

**Methods of payment**

**Cash/Cheque payments:** We must be able to prove to the Revenue the receipt of the donations from each individual donor.

**Standing order:** If you give a regular amount why not set up a standing order? This should quote the unique reference issued to you.

**Please tick box if you wish to pay by standing order:**

- Standing Order – please complete your own bank details, sign and return to the Finance Department who will complete the IBTI bank details and reference before sending this to your bank.