



# Diocese of Arundel & Brighton Gift Aid Declaration

Appendix 1a

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**CODE**    **Declaration No. (Parish Use)**

Name (BLOCK CAPITALS) *Please complete in ink*

I	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Title	Christian Names	Surname

Home Address (BLOCK CAPITALS)

of	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	Post Code

wish to Gift Aid the donations I will make in the future or have made in the past 4 years to the Roman Catholic Diocese of Arundel and Brighton. 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 the relevant tax year it is my responsibility to pay any difference. I confirm that I have read and understood the notes overleaf.

**Preferred Method of Donation**

Bankers Order	<input type="checkbox"/>	Envelope System	<input type="checkbox"/>	Both	<input type="checkbox"/>
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<input type="text"/>
Signature

/ /
Date of Declaration

**Parish Use Only:** Envelope Box Number

**CONSENT FOR CONTACT BY EMAIL**

We would like to send you an annual statement of your donations by Email. Please give your Email address below if you would like to receive this. Otherwise the annual statement will be sent to you by post.

Email: .....

**Gift Aid Declaration October 2018**



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**IMPORTANT:** If you cease paying tax or wish to cancel this declaration at any time, please notify your Gift Aid Organiser. The Diocese will not reclaim tax on donations made after the date of notification.

Donations can be made by envelopes (cash or cheque payable to the parish), by standing order or both methods. Please note that standing order is the preferred method for security reasons.

## **GENERAL DATA PROTECTION REGULATION (GDPR) – DPA 2018**

### **Protecting your Privacy**

This parish is part of the Diocese of Arundel and Brighton and a record of your personal information and donations will be held by the Diocese and stored securely on the Diocese's Gift Aid database.

We comply with data protection and marketing legislation and the Fundraising Regulator's Code of Practice. We do not transfer your data to third parties to use for their own marketing or fundraising purposes.

We (your parish office and the Diocese) will use your details to administer your gifts. This may include sharing your information with external organisations working on our behalf such as IT support companies, or when required by law (e.g. to claim Gift Aid).

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Many thanks for your continued support. You can read our full Privacy Notice at <https://www.dabnet.org/ContentDocuments/842.pdf> The Notice also contains details on how to opt-out of further communications from the Diocese if you change your mind at a later date and how to update your preferences.

If you decide to make your donations by standing order your Gift Aid Organiser will provide the form/information necessary to set up these transactions. If you wish to make your donations by numbered weekly envelopes your Gift Aid Organiser will provide these in due course.

**PLEASE RETURN THE COMPLETED FORM TO YOUR GIFT AID ORGANISER  
THANK YOU FOR JOINING THE GIFT AID SCHEME!**

**Gift Aid Declaration October 2018**